

Department of the Army  
Headquarters, United States Army  
Maneuver Support Center of Excellence  
Fort Leonard Wood, Missouri 65473-5000

FLW Regulation 190-11

9 April 2020

Military Police  
**PHYSICAL SECURITY OF ARMS, AMMUNITION AND EXPLOSIVES (AA&E)**

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FOR THE COMMANDER:

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**History.** This publication is a major revision.

**Summary.** This regulation establishes additional physical security policies and procedures for arms, ammunition, and explosives (AA&E) at unit through Installation level and private owners of firearms and/or weapons within the boundaries of Fort Leonard Wood (FLW).

**Applicability.** This regulation applies to all persons involved directly or indirectly with security and transportation of AA&E, firearms and/or weapons.

**Proponent and execution authority.** The proponent agency of this regulation is the Directorate of Emergency Services (DES), Security Operations Division.

**Supplementation.** Supplementation of this regulation is prohibited without prior approval by Headquarters, United States Army Maneuver Support Center of Excellence (MSCoE), FLW.

**Suggested Improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, MSCoE (IMNE-LNW-ES), Fort Leonard Wood, MO 65473-5000.

**Distribution:** Electronic medium only and posted on the FLW Web site.

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\*This regulation supersedes FLW Reg 190-11, 8 August 2008, and FLW Reg 190-6, 16 September 2013.

## Summary of Change

FLW Reg 190-11, Physical Security of Arms, Ammunition and Explosives (AA&E).

FLW Reg 190-11, 8 August 2008 has undergone major changes.

- Establishes responsibilities for the Directorate of Emergency Services (DES), Installation Physical Security Office (IPSO) to manage the use and occupancy of all AA&E vaults on FLW with the exception of the Ammunition Supply Point and the Ammunition Holding Area (paragraph 1-4).
- Establishes responsibilities for the DES, IPSO to approve/disapprove the repurposing of AA&E vaults no longer storing AA&E items (paragraph 1-4).
- Provides additional guidance for AA&E background screening requirements for all personnel with unaccompanied access to any category of AA&E (paragraph 2-3).
- Introduces use of DA Form 7708 (Personnel Reliability Screening and Evaluation Form) (paragraph 2-3).
- Revises policies for the security, accountability, and operation; testing and maintenance procedures for the Advantor Intrusion Detection System (IDS) for AA&E and non-AA&E protected areas (Chapter 3).
- Provides additional guidance for the issuance of IDS Personal Identification Numbers (PIN) (paragraph 3-2).
- Revises policy for AA&E key control (paragraph 4-1).
- Revises AA&E storage controls (paragraph 4-2).
- Revises policy for security of AA&E during training and in the Initial Entry Training (IET) environment (chapter 5).
- Clarifies the requirements for AA&E inventories and physical counts (chapter 6).
- Clarifies security requirements for the storage of ammunition in unit arms rooms (chapter 7).
- Incorporates and replaces FLW 190-6 as chapter 8. Introduces AR 190-11 and FLW 190-11 as the governing policies associated with privately owned weapons/firearms on FLW (chapter 8).
- Adds the FLW IDS standing operating procedure (SOP) for AA&E and non-AA&E protected areas as chapter 3 and appendix B of this regulation. Establishes procedures for key pad calibrations and requirements for new IDS installations during construction projects of AA&E and non-AA&E protected areas (appendix B).
- Adds as appendix C, memorandum formats and FLW forms used for IDS and AA&E purposes (appendix C).
- Provides administrative changes throughout.

## Table of Contents

	Para	Page
<b>Chapter 1. INTRODUCTION</b>		1
Purpose	1-1	1
References and Forms	1-2	1
Explanation of Abbreviations and Terms	1-3	1
Responsibilities	1-4	1
<b>Chapter 2. POLICY</b>		2
Construction and Modifications	2-1	2
Inspections	2-2	2
Personnel	2-3	3
<b>Chapter 3. INTRUSION DETECTION SYSTEM</b>		3
Responsibilities	3-1	3
Obtaining a Personal Identification Number (PIN)	3-2	4
Access Rosters, PIN(s) and Maintenance Keys	3-3	5
<b>Chapter 4. PROTECTIVE MEASURES AND PROCEDURES</b>		5
AA&E Lock and Key Control	4-1	5
Storage Controls	4-2	8
Supplemental Controls	4-3	9
Exceptions to Policy and Waivers	4-4	10
<b>Chapter 5. SECURITY OF AA&amp;E IN THE TRAINING AND IET ENVIRONMENTS</b>		10
Security of AA&E	5-1	10
Security of Arms & Training Munitions in the Custody of IET Personnel	5-2	12
Guard Requirements in Operational or Training Environments for Categories I through IV AA&E	5-3	13
<b>Chapter 6. INVENTORY AND PHYSICAL COUNTS</b>		14
Inventories	6-1	14
Physical Counts	6-2	16
<b>Chapter 7. SECURITY OF AMMUNITION</b>		16
<b>Chapter 8. REGISTRATION AND CONTROL OF PRIVATELY OWNED FIREARMS AND OTHER WEAPONS (PUNITIVE)</b>		17
Requirements for Purchase of Firearms, Ammunition or Other Weapons at On-post Facilities	8-1	18
Registration Requirements for Firearms and Weapons	8-2	19
Introduction of Firearms on Post for Storage	8-3	21
Temporary Introduction of Firearms or Weapons On-post	8-4	22
Security of Privately Owned Firearms or Weapons	8-5	23
Transportation of Privately Owned Firearms and Weapons	8-6	24
Prohibited Firearms, Weapons, Items, and Devices	8-7	25
Concealed Firearms or Weapons	8-8	26
Use of Firearms or Weapons	8-9	27
<b>Appendix A. REFERENCES</b>		29

<b>Appendix B. FLW INTRUSION DETECTION SYSTEM (IDS) TESTING</b>		31
General	B-1	31
IDS Test Set-up Procedures	B-2	31
Balanced Magnetic Switch (BMS)/Delay Door Testing Procedures	B-3	32
Passive Infrared Motion Sensor (PIMS) Testing Procedures	B-4	32
Vibration Signal Detector (VSD) Testing Procedures	B-5	32
Alarm Latching Switch (ALS/Foot Duress/Hand Duress) Testing Procedures	B-6	33
Sentrol Panic Switch Testing Procedures	B-7	33
Ademco Key Box Duress Testing Procedures	B-8	34
Glass Breakage Detector	B-9	34
Wireless Intrusion Detection Devices	B-10	34
Calibration and Re-calibration for Advantor Touch Screen Keypads	B-11	34
Minimum Requirements for the Installation of New IDS (Non-AA&E)	B-12	35
Minimum Requirements for the Installation of New IDS (AA&E)	B-13	35
<b>Appendix C. FLW SAMPLE MEMORANDUMS AND FORMS</b>		37
<b>Glossary</b>		42

## **Chapter 1 INTRODUCTION**

### **1-1. Purpose**

This regulation provides additional policy, guidance, and standard procedures for the protection and accountability of Arms, Ammunition and Explosives (AA&E) on Fort Leonard Wood (FLW) not clarified or included in other publications. This regulation does not eliminate the requirements of other publications for the protection and accountability of AA&E.

### **1-2. References and Forms**

Appendix A lists all required and related references and forms. AA&E security related publications and physical security checklists related to this regulation are available through the Installation Physical Security Office (IPSO).

### **1-3. Explanation of Abbreviations and Terms**

Abbreviations and special terms used in this regulation are explained in the glossary.

### **1-4. Responsibilities**

a. Commanders, responsible authorities, directors, and custodians responsible for the accountability, control, and safeguarding of AA&E on FLW will comply with this regulation.

(1) Ensure necessary measures are established to safeguard AA&E as prescribed in AR 190-11 and this regulation.

(2) Provide and document annual refresher training for AA&E key custodians. Refresher training will include the review of AR 190-51, Security of Unclassified Army Resources (Sensitive and Non-sensitive) appendix D, AR 190-11, Physical Security of Arms, Ammunition, and Explosives paragraph 3-8, this regulation, and unit AA&E key control policies. Completed training will be documented annually on informal memorandum and attached to the duty appointment orders to support requirements of AR 190-11, 3-8a.

(3) Conduct an interview with unit or organizational personnel involved in the control/safeguard of AA&E or AA&E keys and locks within one week of assuming command/responsibility (see para 2-3). Upon completion of interviews initiate a Personnel Reliability Screening and Evaluation.

(4) Report the loss of AA&E to the FLW Military Police within 2 hours of discovering the loss.

b. AA&E Key Custodians (KC) will have appointment orders specifying their responsibilities to issue, receive, and maintain AA&E keys. Alternate Key Custodians (AKC) will clearly understand their responsibilities for maintaining AA&E keys. Appointed custodians will attend the DES one-day physical security class within 120 days after appointment.

c. Armorers will comply with AR 190-11 and this regulation. Maintain all required files, and documents, and report any inventory or operational discrepancies to the commander or director

immediately. Appointed armorers will attend the DES one-day physical security class within 120 days after appointment.

d. Physical Security Officers and Arms Room Officers will attend the DES one-day physical security class within 120 days after appointment. They will not be appointed as a unit armorer or AA&E KC or AKC.

e. The DES, IPSO will manage the use, occupancy and assignments of all AA&E vaults and arms storage areas on FLW with the exception of the Ammunition Supply Point, the Ammunition Holding Area and re-locatable vaults procured by units. AA&E vaults no longer storing AA&E items, will not be repurposed for other use (i.e. supply rooms, communication vaults or other unit storage) unless approved in writing by the Installation Physical Security Officer.

## **Chapter 2 POLICY**

### **2-1. Construction and Modifications**

All construction, modifications, security equipment installation or physical security related enhancement or upgrades will be coordinated through the IPSO prior to procurement of equipment or starting any modifications.

### **2-2. Inspections**

AA&E facilities will be inspected every 18 months by the IPSO in accordance with (IAW) AR 190-13, Army Physical Security Program. Units operating weapons immersion programs will have these programs inspected concurrently with scheduled physical security inspections. Additionally at least annually, IPSO unannounced inspections of AA&E security requirements will be conducted on units occupying or using training areas or ranges. Any unit or organization receiving a Not Adequate rating on a Physical Security Inspection (PSI) Report (DA Form 2806-1) will be re-inspected by the IPSO not less than 6 months from the date of the previous inspection. Re-inspections will continue until security standards are met. Unoccupied AA&E storage facilities will be inspected every 18 months unless the facility has been repurposed IAW AR 190-13.

a. A Report of Action Taken (memorandum) will be completed for each PSI with identified deficiencies to ensure findings are addressed. The report will address at least the following:

(1) Restate each deficiency listed on the PSI report.

(2) List the corrective action taken for each deficiency. Explain any work orders submitted, Command Policy Letters, SOPs, or other actions taken to correct or compensate for security shortfalls.

b. Forward a copy of all Reports of Action Taken through the unit's (brigade, directorate or equivalent) chain of command to the Installation Physical Security Officer, ATTN: IMLD-ESP-S within the allotted 30 day suspense.

c. The current Physical Security of AA&E Inspection Checklist can be acquired through the unit S-2 or the IPSO. Checklists are not an exclusive means of determining adequacy of security requirements; they are only used as a guide. Current Department of Defense (DoD),

Army, FLW Regulations, and unit policies are used to determine a level of adequate or not adequate compliance.

### **2-3. Personnel**

a. All personnel, military or civilian, with a requirement for unaccompanied access to weapon or ammunition storage areas of any category AA&E, e.g. armorers, explosive custodians, ammunition handlers, or are authorized to issue/receive or control AA&E Locks and Keys will have a Personnel Reliability Screening and Evaluation Form completed prior to assuming duty or being placed on orders (this does not alleviate the requirements for investigations and periodic reinvestigations as set forth in DoD 5200.2-R). The record of screening will be maintained in unit files for review upon request by official inspector(s) or person(s) authorized by the Installation Commander or his/her authority and/or appropriate regulations. This record of screening is valid for 3 years or until a change of Commander, Director, and/or responsible authority occurs, at which time a new screening is initiated. DA Form 7708 (Personnel Reliability Screening and Evaluation Form) is used to document AA&E related personnel screenings.

b. Refer to AR 190-11, paragraph 2-11 for minimum screening areas that must be completed on the DA Form 7708. Refer to AR 190-13, Appendix E for further information on DA Form 7708.

c. When the form is initiated, a Privacy Act Data Cover Sheet (DD Form 2923) is used. The original and any attachments are maintained in the Soldier's or DoD Civilian's personnel folder. Copies (without attachments) are maintained by the armorer in the arms room and by the AA&E KC for those assigned AA&E KC duties.

## **Chapter 3 INTRUSION DETECTION SYSTEM (IDS)**

This chapter establishes the policies for the security, accountability, operation; testing and maintenance procedures for the Intrusion Detection System (IDS) in use on FLW for AA&E and non-AA&E protected areas. For testing procedures see Appendix B of this regulation.

### **3-1. Responsibilities**

a. Director, Emergency Services will-

(1) Maintain the central control station where alarms will annunciate, and from which a response force will be dispatched.

(2) Notify responsible facility managers of alarm activity within the protected areas.

(3) Issue IDS users a Personal Identification Number (PIN) when a valid written authorization request is provided.

(4) Maintain a system log of all alarms received and provide this log to authorized personnel when requested.

(5) Program and request funding for system upgrading and equipment replacement.

(6) Coordinate repairs and upgrades with units and organizations.

b. Director of Emergency Services, Security Operation Division will-

(1) Provide trained and qualified Advantor support technicians for the install and maintenance of the Advantor IDS.

(2) Conduct preventive maintenance checks and services on all IDS components as prescribed by AR 190-11, to ensure the system functions in a continuous acceptable state.

(3) Provide 24-hour technical assistance for all critical IDS accounts as specified in the FLW Installation Emergency Management Plan (IEMP) and the established Critical Systems List.

c. Director of Public Works (DPW) will provide for all electrical power and the installation of electrical conduit associated with the IDS when not installed under contract.

d. Director, Network Enterprise Center (NEC) will provide for all required communication/data lines dedicated solely for IDS function IAW C4IM service catalog and Service level agreement policy.

e. Units/Activities with assets protected by IDS will-

(1) Establish specific procedures SOP to ensure the performance of actions outlined in this chapter, appendix B, and AR 190-11 are met or exceeded.

(2) Provide armed guards for AA&E assets or unarmed guards based on other non-AA&E asset requirements in the event of IDS system failure. Units or activities without organic military personnel or weapon assets will coordinate with the IOC for guards IAW the IEMP.

### **3-2. Obtaining a Personal Identification Number (PIN)**

a. Commanders and directors will submit requests for the issue of PIN(s), utilizing the IDS PIN Request Memorandum format provided in Appendix C of this regulation. This memorandum will be submitted each time personnel are added, retained, or deleted from the IDS system.

(1) Update the IDS PIN Request Memorandum immediately when personnel are relieved of duty, PCS, ETS, or no longer require access. An updated memorandum will be provided to the IPSO within three duty days of any changes.

(2) Ensure personnel needing access to areas requiring a background screening have this completed and acknowledged on the IDS PIN Request Memorandum prior to request for issuance of an IDS PIN. PINs will not be issued for IDS protecting AA&E until a completed Personnel Reliability Screening and Evaluation is documented on DA Form 7708 and on file at the unit.

(3) Provide the IPSO with the names, telephone numbers, and call order for emergency contact should issues with the IDS occur after duty hours. The Commander or Director are notified after attempts to contact personnel on the current contact list fail.

(4) Brief all unit/activity PIN holders of responsibilities associated with having a PIN.



b. Prior to issuance of a PIN, individuals will sign an “Acknowledgement of PIN Issuance” responsibility statement and understand PINs are not shared. This document is maintained on file at the IPSO.

### **3-3. Access Rosters, PIN(s) and Maintenance Keys**

a. IDS PIN Request Memorandum authorizing personnel to obtain a PIN from the IPSO are reviewed by commanders/directors semi-annually and updated at least annually even if no changes are made.

b. When the approving authority changes for an IDS account, an updated PIN request memorandum will be submitted to the IPSO within 30 duty days.

c. PINs issued by the IPSO to arm or disarm the “Advantor” Alarm system or other IDS are only used by the person it is issued to.

(1) Unauthorized use or misuse of an IDS PIN will result in a suspension of use and possible permanent disqualification by the IPSO, depending on circumstances.

(2) When misuse occurs, all IDS PINs associated with that IDS account will be terminated. New PINs may be issued once a new IDS PIN request is received from the Commander or approving authority.

(3) Commanders/approving authority will take the appropriate administrative/judicial actions they deem necessary to prevent future violations.

d. All system users will code in/out with their issued PIN each time the protected area is opened or closed.

e. Units will not retain IDS maintenance keys. The only IDS keys authorized for unit retention are duress switch and reset keys if so required.

f. Unit personnel will not at any time attempt to perform maintenance or repair on the “Advantor” Alarm system or any other installed IDS. Only qualified/certified IDS maintenance personnel are authorized to perform maintenance. The only personnel authorized to open IDS control panels are DES designated maintenance personnel in the performance of their duties, and Installation Physical Security Specialist during the conduct of inspections.

## **Chapter 4**

### **PROTECTIVE MEASURES AND PROCEDURES**

#### **4-1. AA&E Lock and Key Control**

AA&E KC will comply with the requirements in AR 190-51, Appendix D, AR 190-11, 3-8 and this regulation. Commanders and Directors will ensure AA&E KC (primary and alternates) receive annual training on AA&E key control requirements. Armorers, Physical Security Officers, and Arms room Officers will not be appointed as AA&E KC. Both a Primary AA&E KC and at least one alternate will be appointed in writing in the rank of, SGT E-5 or higher, GS-04 or higher, WG-03 or higher, and NAF-3 or higher. Commanders are encouraged to separate the unit’s AA&E Key Control and Administrative Key Control Programs by appointing different key custodians for each program. The primary AA&E KC will sign for all AA&E locks and keys from

the key control officer on DA Form 5513, Key Control Register and Inventory. A change of the key control officer will require a reissuance update on all affected command level DA Forms 5513.

a. All AA&E keys and locks in operational use and the secondary set, to include any spare locks with keys identified for future AA&E usage, will be annotated on a Master Key and Lock Inventory. A DA Form 5513 labeled as "Master" is used to record this information. Closed out forms are maintained on file for 1 year.

b. Primary AA&E Key Control

(1) The primary set of AA&E keys are signed in/out from the AA&E KC to the armorer using a DA Form 5513 labeled "Temporary Issue." Closed out forms are maintained on file for 1 year.

(2) When custody of the primary AA&E keys are transferred between authorized armorers, i.e. 24-hour operations, a DA Form 5513 labeled "Operational Keys" is used. Armorers transferring custody between themselves will write "Not Used," in the "Turned In" and "Received by" blocks of the form. Closed out forms are maintained on file for 1 year.

(3) When custody of the AA&E keys are transferred between an armorer and the AA&E KC or from armorer to armorer, a physical count of all weapons, ammunition, and sensitive items stored within the AA&E storage area is conducted. (See paragraph 6-2 physical counts)

c. Secondary AA&E Key Control

(1) A DA Form 5513 labeled as "Permanent Issue" is maintained for the secondary set of AA&E keys, which are stored at the next higher headquarters or comparable unit. Personnel responsible for the storage of the sealed key containers and sealed SF 700s (Security Container Information), (AA&E key safe combinations) will sign for them on this form. Closed out forms are maintained on file for 1 year.

(2) The US Army Reserve Centers may store secondary AA&E keys within the Center; however, the secondary AA&E keys cannot be stored in the same Class 5 container with primary AA&E keys. These keys must be stored in a separate Class 5 container. At no time can AA&E keys be stored in the same container as classified material.

d. All primary and secondary sets of AA&E keys are secured on serial numbered sealed steel rings provided by the IPSO. There will be two keys for each locking device used to store or protect AA&E. These keys will not be duplicated. If an AA&E key or lock is broken or becomes unusable the lock is replaced immediately. The key control officer and the AA&E KC will update all DA Forms 5513 to reflect lock and key changes. The AA&E KC will report to the IPSO, with the armorer, who will be in possession of both sets of AA&E keys (primary and secondary) to have the seals removed, and the new keys placed on the AA&E key rings. New seals are applied to both sets by the IPSO.

e. When updating AA&E key and lock changes on DA Forms 5513, use ink, line through old information, and write in the new information. A Memorandum for Record (MFR) identifying the purpose for this change, endorsed by the command key control officer is completed and kept on file until the DA Form 5513 is destroyed (at least one year). If a new DA Form 5513 is completed to show the change, maintain the old form on file for 1 year.

f. AA&E Key and Lock Inventories

(1) Primary AA&E keys are jointly inventoried monthly by serial number, by the AA&E KC and armorer. For the monthly inventory of secondary AA&E keys, only the seal on the container is checked for evidence of tampering or removal.

(2) Semi-annually the key control officer will inventory all AA&E keys and locks by serial number. This inventory is completed jointly with the armorer, and AA&E KC.

(3) When seals are broken on secondary AA&E Key Containers for semi-annual inventory, change of custody or change of keys, a joint (key control officer, AA&E KC and armorer) by serial number inventory is conducted.

(4) All AA&E key and lock inventories are logged on the "Permanent Issue" DA Form 5513 signed and dated by the person(s) conducting the inventory. All inventories are maintained on file for one year.

g. When a new Primary AA&E KC is appointed a joint inventory is conducted by both the incoming and outgoing Primary AA&E KC with the key control officer and armorer. A MFR is completed with any related problems listed and signed by both incoming and outgoing Primary AA&E KC and endorsed by the key control officer. This MFR is kept on file until the next change of Primary AA&E KC or for one year, whichever is shorter. When a joint inventory cannot be conducted between out-going and incoming AA&E KC a joint inventory is conducted with the key control officer and the incoming AA&E KC. A MFR will be generated and endorsed by the key control officer and signed by the current commander to record this and any discrepancies found.

h. Combinations for containers/safes storing AA&E keys and protecting AA&E vault doors are changed semi-annually or when personnel with knowledge of the combination no longer need access to the container or vault, or if the combination is believed to have been compromised. SF Form 700 is used to record the change of combinations and completed as outlined in AR 380-5, Department of the Army Information Security Program. Part 1 of completed SF 700s, will be placed in a sealed opaque envelope. The envelope will be marked "Security Container Information," the container number, and the date the combination was changed. Part 1 will be placed inside the lock drawer of security containers or on the inside wall of the arms vault door. Part 2 with combinations are secured at the next higher Command as outlined in AR 380-5.

i. Primary and secondary sets of AA&E keys are secured in modified ammunition cans that are at least 20-gauge steel construction, with a steel hasp welded to the can to allow for placing a padlock on the can. These cans are locked with approved Low Security padlocks meeting requirements of the DoD Key and Lock Program specifications. AA&E keys maintained at the next higher Command will also have an approved security seal applied, wrapped through the padlock shackle and hasp to allow for the seal number to be viewed and so removal will show signs of tampering.

j. Ammunition cans securing category I or II AA&E keys will be stored in General Services Administration (GSA) approved Class 5 security containers. Only commanders and AA&E KC will have access to these containers. GSA approved Class 5 security containers weighing less than 500 lbs will be secured to the structure with an approved chain and padlock.

k. Keys and padlocks on ammunition cans or chains on security containers securing AA&E keys are considered “administrative” keys and are accounted for and controlled IAW AR 190-51, Appendix D and FLW Regulation 190-51.

(1) Administrative KC will issue unit armorer(s) a key to the padlock on the ammunition can AA&E key container securing the primary set of AA&E keys. This key will be permanently issued to the armorer(s) on the Administrative “Permanent Issue” DA Form 5513 with other unit administrative keys.

(2) AA&E KC will not have direct access to primary or secondary ammo can padlock keys. Any keys to these padlocks not issued to an authorized armorer are placed into an envelope that is doubled sealed (envelope adhesive & tape); initialed by the primary armorer and Administrative KC. Sealed envelopes are secured in the administrative key depository. Inventory of the sealed envelope(s) is completed monthly and recorded on the Administrative “Permanent Issue” DA Form 5513 with other unit administrative keys. During semi-annual inventories the sealed envelopes will be opened and the keys inventoried by serial number with the armorer.

l. Automated key dispensing systems are not authorized for use to control/issue AA&E keys and locks on FLW.

#### **4-2. Storage Controls**

a. All New or existing facilities built or used for the storage of AA&E items will meet the facility construction criteria in AR 190-11, Appendix G. Modular vaults meeting Fed Spec AA-V-2737(3) may be used to meet this requirement. Exterior modular vaults must be designed and approved for exterior use. Modular vaults used in exterior applications are subject to additional controls as for portable armories. Arms rooms, AA&E vaults, containers and safes will be protected by approved IDS and checked once every 8 hours by unit personnel. (See AR 190-11, 4-2 for additional requirements)

b. When the above requirements cannot be met, units will provide two personnel for 24-hour continuous armed guard surveillance of AA&E items.

c. At no time will AA&E be stored in the same container or vault in which classified documents or materials are stored.

d. Interior and exterior security lighting will be provided above the arms room doors and switches are located inside the arms room vault area, wired so that when the interior light is switched off the exterior light comes on and vice-a-versa. This light will provide a minimum illumination of 0.5 foot-candles. The control light switch is located inside the arms vault on the latch side of the door. There will be a light located above building entrances to illuminate IDS warning signs and provide a minimum illumination of 0.5 foot-candles with a vandal resistant protective cover. The control switch for this light is located inside the building.

e. Armorers will lock all containers, racks, windows, doors, and arm the IDS when they are not physically in the arms room.

f. The use of a blanket DA Form 4604 (Security Construction Statement) certifying AA&E storage construction standards for multiple facilities is only authorized at the Ammunition Supply Point (ASP).

#### 4-3. Supplemental Controls

a. An SF 702 (Security Container Check Sheet) is maintained at all Arms Room doors/vaults and security containers/safes used to store AA&E or AA&E keys. Forms will include all necessary information as required by the form for openings, closings, and security checks. Completed SF 702s are maintained on file for 1 year.

b. Locally fabricated or modified weapons racks, metal wall lockers, or metal cabinets may be used if protection is equivalent to standard issue GSA approved racks or containers approved for use and certified by Small Arms Logistics & Demilitarization, Rock Island, IL. Ensure that standards outlined in AR 190-11, para 4-2 are met when used. A qualified local Logistics Armament Representative will certify the design and complete a certification document for each rack or container used. All containers/racks are inscribed with a serial number, which corresponds to the serial number on the certification document. The certification document is posted inside the AA&E Facility with the rack or container.

c. Only pre-designated Logistics Readiness Center (LRC) amnesty boxes will be utilized by FLW personnel. Locations of the amnesty boxes are at designated Training Battalion Dining Facilities (DFAC), Range Control, and the ASP. Commanders will ensure all personnel know the locations of these points and their Command Policy on amnesty. Unit/activity commanders will not have amnesty boxes in the unit areas. Refer to FLW Reg 700-2, chapter 6 for more details on amnesty boxes.

d. During monthly sensitive items inventories unit applied seals on mission load ammunition or force protection ammunition containers or other sensitive items are removed and the items inventoried. Once the inventory is complete a new seal may be applied and related paperwork annotated with the seal changes.

e. FLW Form 1693 (Weapons Receipt Register) will be used as a weapons and equipment log/control sheet when weapons are signed out for more than 24 hours or unassigned weapons are issued on a DA Form 2062, IAW DA PAM 710-2-1, para 5-6d(3).

f. DA Form 3749 (Equipment Receipt) will be used to account for individual issue of assigned weapons. DA Form 2062 (Hand Receipt) is used to issue unassigned weapons. DA Form 2062 will not be used in lieu of a DA Form 3749 when assigned weapons are issued. The form will be placed in the weapons slot of the rack from where the weapon was taken to facilitate accountability. When DA Form 2062 is used to issue unassigned weapons an entry on FLW Form 1693 is required regardless of the amount of time the weapon is issued.

g. Commanders will ensure all unit personnel with individual or organizational responsibilities for the control and safeguard of AA&E are briefed annually. Record of this annual briefing is annotated by each individual on FLW Form 97 (Physical Security AA&E Briefing), IAW AR 190-11, para 2-10b.

(1) Personnel in a school/training status, prior to the issue of AA&E, will receive the same briefing as mentioned above on their AA&E responsibilities. A separate FLW Form 97 is completed and maintained on file until graduation.

(2) Commanders involved with Weapons Immersion Program (WIP) will ensure Brigade, Battalion, and Company WIP policies are included during pre-cycle briefings with unit cadre.

Cadre involved with WIP will sign acknowledgement on FLW Form 97, prior to each training cycle, and maintain these on file until the training cycle is completed.

h. Weapons or other sensitive items on a hand receipt from other units or organizations will be sub-hand receipt to the unit armorer for storage in the arms room. These weapons or other items will be added as part of daily opening and closing physical count inventories and included during monthly sensitive items inventories.

i. Commanders will document and approve by informal memorandum all items stored in the arms room that are not AA&E. These items will be included on the physical count inventories and documented on the Opening and Closing DA Form 2062. See chapter 6 for inventory requirements.

#### **4-4. Exceptions to Policy and Waivers**

Requests for exceptions or waivers to the physical security requirements of this regulation are forwarded through the unit's chain of command (Brigade or equivalent) to the Garrison Commander, ATTN: IMLD-ESP-S, DES, Security Operations Division. Guidelines in AR 190-11, para 2-4h are used to submit the request.

a. Exception and waiver requests must include compensatory measures in effect or recommended.

b. Exceptions and waivers will not be granted solely for operational or training convenience.

c. Waivers may be granted for a period up to one year and may be renewed after a review of the circumstances as to why a regulatory requirement cannot be met.

(1) A justification is needed for each waiver and will state all previous waivers granted for the same regulatory shortfall.

(2) Waivers are not needed for deficiencies that can be corrected within 60 days after an inspection.

d. Exceptions may be approved when it is clearly established that the correction of a deficiency is not practicable or when security afforded is equivalent to or better than the requirement(s). Exceptions are normally considered permanent; however, all exceptions are reviewed during physical security inspections to determine if changes are available to bring deficiencies into regulatory compliance. Reviews will be forwarded to the approving authority granting the exception to determine continuation.

e. If a waiver or exception is approved it must be kept within the facility to which it was granted, for inspection purposes.

### **Chapter 5 SECURITY OF AA&E IN THE TRAINING AND INITIAL ENTRY TRAINING (IET) ENVIRONMENTS**

#### **5-1. Security of AA&E**

a. Brigade or senior commanders responsible for WIP will develop an SOP or Annex that outlines physical security measures to protect weapons and ammunition when issued to Soldiers. Commanders operating WIP will-

(1) Conduct a risk analysis and vulnerability assessment annually (using the Composite Risk Management Worksheet (DA Form 7566) and before weapons are issued to IET Soldiers participating in weapons immersion training. The risk analysis and vulnerability assessment are reviewed and revalidated prior to each training cycle. It will be available in the unit area to Physical Security Specialists during arms room and WIP inspections.

(2) Designate barracks facilities used in the WIP as restricted areas. Post restricted area signs at all entrances/exits IAW prescribed wording found in AR 190-11, paragraph 4-15e.

(3) Strictly enforce access control into barracks facilities and platoon bays designated as restricted areas.

(4) Designate, in writing, a temporary primary and alternate unit cadre member for each training location that is responsible for temporary AA&E keys and locks, the control and safeguard of all AA&E not in possession of the individual to whom it was issued (see paragraph 5-2a(4)). When an alternate relieves the primary all weapons under their custody will be signed for on DA Form 2062 and AA&E keys on the DA Form 5513. These designated cadre will-

(a) Ensure each training site has a sufficient number of approved weapon rack(s) and padlocks, DA Form 2062 Hand receipt, DA Form 5513 Key Control Register, FLW Form 1693 (Weapon Receipt Register). All forms used to document accountability and custody exchanges for weapons at training sites are returned and maintained on file in the unit arms room until the next sensitive items inventory is completed. Key control forms are maintained on file by the AA&E KC for 1 year. If discrepancies are discovered during this inventory these forms will be submitted as part of the AR 15-6 investigation.

(b) Designated cadre members must meet the requirements of AR 190-11, para 2-11.

(c) Temporary use AA&E padlocks and keys will be controlled, inventoried and accounted by AA&E KC as are other operational and secondary AA&E locks and keys. When not in use the locks and keys are maintained inside the operational AA&E key ammo can. Secondary keys are maintained with the arms room secondary keys inside the sealed and locked ammo can. Temporary use AA&E keys will be sealed on separate serial numbered steel key rings like the arms room operational and secondary keys.

(5) Ensure the following physical security measures are in place to mitigate theft of arms and training munitions.

(a) Security lighting is installed at all barracks entry points.

(b) Vegetation around the barracks is trimmed or pruned to eliminate concealment.

(c) Post guards in barracks areas where Soldiers are sleeping. These guards will maintain visibility and accountability of personnel and weapons. Guards will have a positive means of contacting emergency personnel; such as the on duty Charge of Quarters (CQ), Staff Duty Officer (SDO) or Military Police. On-coming and out-going guards will conduct a joint physical count inventory of all weapons for which they are assigned to guard, and maintain a log

of the inventory results. CQ or SDO will conduct a physical count inventory of all unit weapons issued out of the unit arms room at minimum once between the hours of 2000 and 0400 daily, and maintain a log of inventory results. Maintain on file all logs on which physical count inventories are recorded for a minimum of 90 days.

(6) Cable locks maybe used to secure weapons in the barracks while Soldiers are sleeping. If used cable locks will be secured to the Soldier's bunk, run through the magazine well and ejection port. Weapons will be locked in such a way as to allow the weapon to be viewed and counted by unit guards. Cable locks and keys will be controlled and individually issued IAW administrative key and lock requirements.

(7) Commanders may, after mitigating all security risks, authorize Soldiers to sleep with their weapons. Weapons are positioned in such a manner that the Soldier can maintain continuous positive control of the weapon (between the mattress and bed frame at the head of the bunk).

(8) Develop written procedures for the training environment to issue, account for and secure unissued and issued training munitions, such as blank ammunition, training munition simulators, and non-lethal training ammunition/munitions such as Simunitions.

(9) Unassigned weapons issued to a Soldier will be sub-hand receipted to them on DA form 2062. If the individual was carrying their assigned weapon (M-4/M-16) this will be retained by the designated AA&E Cadre and returned to the unit arms room as soon as possible. (see 5-2a (4) (b) below on documentation requirements)

b. Commanders of units not involved in the WIP will:

(1) Incorporate security procedures in unit plans and SOPs directing procedures for safeguarding and securing AA&E in the training environment.

(2) Develop written procedures for the training environment to issue, account for and secure unissued and issued training munitions, such as blank ammunition, training munition simulators, and non-lethal training ammunition/munitions such as Simunitions.

(3) Ensure all weapons removed for training purposes from facilities certified for the storage of AA&E are secured and safeguarded IAW with this regulation and AR 190-11, paragraph 4-1b.

## **5-2. Security of Arms and Training Munitions in the Custody of IET Personnel**

a. Prior to being issued a weapon, all Soldiers will receive a physical security and personal responsibilities of AA&E briefing. A record of this briefing will be annotated by each individual on FLW Form 97. This form will remain on file until 100% by serial number inventory of all weapons is completed at the end of the training cycle with no discrepancies. Individuals issued or in possession of arms and training munitions are responsible for security of this property while it is entrusted to their care.

(1) Each weapon issued is carried on the person of the individual to whom issued at all times or it will be properly safeguarded and secured as designated below.



(2) Except during emergencies, weapons are not entrusted to the custody of any other person except those responsible for the security of operational weapons. These persons will comply with appropriate issue and turn-in procedures.

(3) An IET Soldier may secure another IET Soldier's weapon when the Soldier is temporarily (not to exceed 2 hours) separated from his or her weapon. A Soldier will not be responsible for securing more than their individually assigned weapon and one other as specified above.

(4) When a Soldier departs a training site for an appointment the following procedures will be used:

(a) Turn in their weapon to the designated AA&E cadre. The weapon is locked in a weapons rack under constant surveillance/guard and secured with a GSA approved lock and chain either to a building structure, an item weighing at least 500 lbs or an immovable object.

(b) The AA&E cadre will annotate on FLW Form 1693 the weapon serial number, nomenclature of the weapon, the Soldiers printed name and the accepted date/time of the weapon and their initials. Upon returning to the training site the Soldier will contact the AA&E cadre for retrieval of their assigned weapon, on the same entry where the weapons was released to the AA&E cadre the Soldier will now enter the date and time of issue and signature on FLW Form 1693 and reclaim their weapon.

(c) Should a Soldier not return from their appointment prior to the end of the duty day, the AA&E cadre will transport the weapon(s) back to the unit arms room where the weapon(s) will be turned in to the unit armorer IAW regulatory turn-in procedures. See AR 190-11, chapter 7 for armed guard requirements.

(d) Primary and alternate AA&E cadre may transfer custody of the weapons and rack keys between themselves should the need arise. A joint inventory of weapons will be conducted by both individuals and all weapons sub-hand receipted for on DA Form 2062. Custody of rack keys are accounted for and transferred on DA Form 5513.

b. Soldiers will not take weapons off the Installation, to sick call, other appointments, or when assigned to post detail. Weapons will not be taken inside any medical or dental facility, post chapels, post exchanges/shoppettes, post clubs, latrine area or any recreational facility.

c. Soldiers undergoing medical evaluation for possible mental illness will not be issued a weapon.

d. Units participating in the WIP will conduct a physical count of weapons and training munitions at a minimum of twice per day. Results of these counts will be reported through the chain of command to Brigade Headquarters. The Brigade will maintain copies of these reports on file until the unit weapons are returned to the arms room at the end of each training cycle and 100% accounted for.

### **5-3. Guard Requirements in Operational or Training Environments for Categories I through IV AA&E**

a. Units are responsible for providing armed or unarmed guards as necessary.

(1) Armed guards will meet the requirements of AR 190-14, (Carrying of Firearms and Use of Force for Law Enforcement and Security Duties). They will be equipped with a minimum of one (1) ten (10) round magazine for each designated guard's weapon.

(2) Unarmed guards will possess a fitness level allowing them to physically respond to an unauthorized attempt to remove what is being guarded.

(3) Guards will have a viable means of communication to sound the alarm.

(4) Commanders will ensure all guards, armed or unarmed, receive a full and complete briefing/training prior to assuming duties. To include:

(a) Areas specified in AR 190-14.

(b) All general/special orders, contingency procedures, breach of security response, command signals, rules of engagement, and a current count of weapons guarded.

(5) All guard procedures and duties will be addressed in the unit/activities AA&E SOP.

(6) Commanders will conduct a Risk Assessment for all ranges. The security of personnel, weapons, explosives and munitions will be addressed. A copy of this assessment will be maintained with the unit while on the range.

b. When Category I AA&E are removed from an AA&E certified secure storage facility, to transport and/or use on a range, the unit will provide armed guard surveillance until the munitions are expended or weapons/munitions are returned to or placed in an authorized storage facility.

(1) Regardless of current FPCON, Category II AA&E will be provided armed guard during transportation on and off FLW. This does not apply to an individually assigned weapon issued to and in the direct possession of a Soldier.

(2) At FPCONs Alpha and Bravo, an increase in security measures for AA&E not secured in certified storage facilities may be implemented IAW recommendations from the Force Protection/Physical Security Working Group based on credible threat intelligence.

(3) At FPCON Charlie and Delta all Categories of I through IV AA&E will be provided armed guard when transported on or off FLW and when not secured in certified storage facilities.

(4) At FPCONs Normal through Bravo when units must stack or ground weapons to facilitate training, and ammunition is not in the training area, only unarmed guards are required. Cadre will make supervisory checks of unarmed guards IAW unit policy/SOP and at a minimum once hourly.

## **Chapter 6 INVENTORY AND PHYSICAL COUNTS**

### **6-1. Inventories**

a. A monthly, by serial number, inventory will be conducted of all AA&E and sensitive items stored in the arms room IAW DA Pam 710-2-1.

(1) Unit commanders will detail an Officer/Noncommissioned Officer (NCO) or DoD Civilian equivalent to verify weapons serial numbers and lot number(s) and quantity of operational/guard ammunition listed in the current unit property book.

(2) A record of these inventories will be kept on file in the unit arms room for two years. The inventory must contain the date of the inventory, the printed name and grade of the person who conducted the inventory. These inventories will be available to physical security inspectors for review during inspections.

(3) The unit armorer will not conduct monthly sensitive items inventories of weapons and ammunition.

(4) The same person will not conduct consecutive monthly sensitive items inventories of weapons and ammunition.

b. Units maintaining buried-in-the-ground AA&E assets for training purposes will develop inventory procedures. A minefield map with locations of all buried-in-the-ground Ammunition and Explosives (A&E) will be maintained.

(1) At a minimum a 10% positive inventory of buried-in-the-ground A&E will be conducted monthly during the sensitive item inventory. Buried-in-the-ground AA&E is located using a physical mine probing procedure or some type of electronic device, i.e. a mine detector or attached electronic tag.

(2) The total combined monthly inventories will equal a 100% inventory of buried-in-the-ground A&E annually.

(3) A visual check of the entire mine field will be made during monthly sensitive item inventory. Unit/facility AA&E SOP will outline in detail any additional requirements prior to use by authorized personnel. i.e. If the ground around mine locations shows signs of unauthorized disturbance the mine will be excavated and a visual inventory conducted.

(4) Inventories will be made by a disinterested person (anyone not assigned to or with direct responsibility for the items inventoried) in the grade E7 or above or DoD Civilian equivalent. The same person will not conduct consecutive inventories. Inventories required due to losses or breaches of security will also be conducted by a disinterested person.

c. Monthly inventory of Category I munitions will be conducted by a person not assigned to or with direct responsibility of the items inventoried.

(1) An NCO, in the rank of E-6 or above, Warrant Officer, Commissioned Officer, or DoD Civilian, in the grade of GS-09 or above may be assigned to conduct the inventory.

(2) The same person will not conduct this inventory in consecutive months. The unit armorer will not conduct this inventory.

d. Units/training facilities with K-9 scent kits, explosive training aid kits or controlled items for the purpose of training K-9 will meet the inventory/accountable requirements outlined in AR 190-12 and DA Pam 190-12.

## **6-2. Physical Counts**

a. Armorers will conduct a physical count of all AA&E and sensitive items stored inside the AA&E vault area when they sign for the AA&E keys from the AA&E KC or when the custody of AA&E keys are exchanged between two authorized armorers.

b. Prior to receipting for the AA&E keys on the DA Form 5513 the receiving AA&E KC will conduct a physical count of all AA&E and sensitive items stored inside the AA&E vault area.

c. All physical counts are recorded on DA Form 2062 with the legibly printed name, signature, date and time of the armorer or AA&E KC conducting the count. These are maintained on file in the arms room for 60 days after the completion of the each monthly sensitive items inventory of weapons and ammunition.

d. Training units in WIP will conduct physical counts at the following frequency; before leaving the unit area, upon arriving at the training area, before departing the training area and upon returning back to the unit area. Additionally counts will include first call in the mornings as well as lights out at the end of the day. All reports will be submitted to the higher headquarters. The first and last count will be forwarded to brigades.

## **Chapter 7 SECURITY OF AMMUNITION**

a. Control of ammunition is conducted IAW FLW Regulation 700-2.

b. For ammunition stored in unit arms rooms:

(1) Commanders will maintain only authorized amounts of operational load ammunition on hand within unit arms rooms.

(2) For ammunition not protected by an ASP, manufacturer's, or unit applied seal, armorers will conduct a visual inventory of all small arms ammunition when a changeover of AA&E keys are made.

(3) Armorer will check ammunition for bent or cracked casings, or bent projectiles, and powder missing from casings prior to issue and after it is returned.

(4) Commanders will ensure only authorized ammunition is stored in the arms room. (See chapter 8 for storage of privately owned ammunition requirements)

(5) Document all physical count inventories on DA Form 2062 include type, quantity and lot number. Containers with unit applied seals will have the seal number recorded on the current DA Form 2062 in use. Changing of seals will require an update of the new seal number on the DA Form 2062.

c. Blank ammunition will be provided locked double barrier protection. Double barrier protection will at a minimum consist of a locked free standing container inside of a locked room to which access is controlled IAW AR 190-51, Appendix D.

d. Expended ammunition and explosive residue must be inventoried, secured, and turned-in. If maintained in the unit area, the DA Form 581 and DA Form 5515 must be on hand.

## **Chapter 8**

### **REGISTRATION AND CONTROL OF PRIVATELY OWNED FIREARMS AND OTHER WEAPONS (Punitive)**

a. Commanders will ensure privately owned firearms, ammunition, and weapons stored in unit arms rooms are controlled, accounted for, and inventoried IAW AR 190-11 and this regulation.

(1) A copy of the weapons registration document provided by DES is maintained in the unit arms room where the weapons are stored.

(2) Armorers will ensure privately owned firearms, weapons, and ammunition stored in unit arms rooms are placed in a separate locked container from military AA&E.

(3) Privately owned firearms, weapons, and ammunition is physically inventoried and accounted for on the same DA Form 2062 used to conduct physical count inventories of Government AA&E items stored in the unit arms room.

(4) Post applicable State and local information on registration, ownership, possession of weapons, and ammunition on unit bulletin boards.

(5) Commanders will ensure all newly assigned personnel are briefed on this regulation.

(6) Commanders may request, in writing, a list of personal weapons registered to Soldiers within his or her unit by contacting the Provost Marshal with this request.

b. Commanders will ensure abandoned and or confiscated privately owned firearms, weapons or ammunition are disposed of IAW AR 190-11, 6-7.

c. Commanders will determine in writing the amount of privately owned ammunition that may be stored in the unit arms room. The arms room safety license will be used to determine the amount and type of ammunition stored.

d. Commanders have clear legal authority to regulate the possession, use, and storage of any and all privately owned weapons on military installations. The provisions of this chapter apply to all personnel residing, working on, or visiting FLW. The provisions of this chapter are punitive and may subject Service members to punishment under the Uniform Code of Military Justice (UCMJ). Violations of the provisions of this chapter by Family members, Civilian employees, or other Civilians found on the installation may subject them to prosecution under federal/state statutes, and/or administrative action up to and including being barred from access to the installation.

e. The ability of commanders to regulate privately owned weapons of Soldiers residing off-post is limited by Public Law 111-383. Commanders normally may not require Soldiers to give

information about personal firearms/weapons maintained by Soldiers residing off-post. Commanders do have a reason to inquire and the need to make this inquiry, when a Soldier is under investigation, prosecution, or to adjudicate an alleged violation of the law, including matters related to whether a member of the Armed Forces constitutes a threat to themselves or others. An alleged violation of the law or threat to self or others is necessary before collection of off-post privately owned weapon information is authorized. Within this exception, commanders, who come to a reasoned conclusion (based on direct observation/credible reports from friends, family, or health care providers) that a Soldier is a threat to himself/herself or others, may initiate an investigation into the potential threat of violence and take appropriate preventive action.

(1) When a commander believes a Soldier residing off post is a risk to self or others, the commander may move the Soldier on post (where the on-post rules for regulation of privately owned weapons apply) and/or request the Soldier with access to off-post firearms/weapons voluntarily turn in his/her privately owned firearm(s)/weapon(s) for storage at the unit arms room.

(2) Commanders should seek the advice of their servicing judge advocate for a written opinion, prior to taking any action or collecting any information concerning privately owned weapons maintained off-post.

f. All privately owned firearms/weapons, brought onto FLW by any person will be registered with the Provost Marshal IAW this regulation.

g. Personnel bringing a firearm onto FLW for the purposes of authorized hunting on FLW, will abide by the hunting rules and regulations published by the Directorate of Family and Morale, Welfare, and Recreation (DFMWR) and State of Missouri Hunting and Fishing Statute, to include but not limited to FLW Reg 210-21, FLW Hunting and Fishing Regulation. Hunters will also provide required licensing (valid Missouri State hunting license and a current FLW Sportsman permit) when directed to do so by an appropriate authority. All weapons will be checked in at the DFMWR Outdoor Adventure Center (Through the use of I-Sportsman) regardless of whether the weapon is stored on or off post. Hunters will complete a FLW Form 1835 (Personal Weapons Registration Form) or FLW Form 1835A (Registration of Privately owned firearms) and must present the completed registration to the Outdoor Adventure Center for such activities as trap, skeet, or archery ranges. Registration will be presented when signing in at Range Control to use ranges designated for privately owned firearms.

### **8-1. Requirements for Purchase of Firearms, Ammunition or Other Weapons at On-Post Facilities**

All personnel in an active duty or retired status who meet Federal and State guidelines are permitted to purchase private firearms, ammunition and other weapons at two separate facilities on FLW, the Army Air Force Exchange Services (AAFES) and at the DFMWR Outdoor Adventure Center.

a. Active duty service members and families of service members in a student status, to include basic training, advanced individual training (AIT), Basic Officer Leader Course, or any other professional development course held on FLW are not authorized to purchase firearms, ammunition or any other weapon while on FLW. Exceptions to this are those on Permanent Change of Stations orders for Schooling (i.e. Captain's Career Course).

b. Service members will provide proof of assignment status by presenting at the time of purchase a copy of his/her PCS orders permanently assigning them to FLW. These orders will

be returned to the purchaser. This is a requirement regardless of the validity of a Missouri or bordering States driver's license.

## **8-2. Registration Requirements for Firearms and Weapons**

a. Personnel bringing a firearm or crossbow (compound bows are exempt from this requirement) onto the installation to engage in authorized activities, including hunting or storage in quarters or a unit arms room, will register them on FLW. The FLW Form 1835/1835A or electronically produced completed registration containing the Provost Marshal's emblem [stamp] documenting the registration must be presented to personnel at the installation access control points (IACPs). This documentation must accompany the firearm or weapon when arriving at any IACP and at all times while the firearm or weapon is on FLW. Personnel lacking this documentation will not be allowed to bring the firearm or weapon onto the installation and may be subject to disciplinary actions.

b. Personnel prohibited from registering or possessing firearms and ammunition on FLW. Title 18 USC Section 922 prohibits Soldiers and Civilians meeting one of the eight (8) categories below from possessing, purchasing, and transferring firearms and ammunition.

(1) Anyone with a felony conviction. Convicted at a general court-martial of an offense punishable by more than one (1) year in confinement. Does not apply to convictions of an offense with a maximum punishment of more than one (1) year in confinement at a special or summary courts-martial or to foreign convictions. Does not preclude a Soldier from possessing/using a government issued firearm for an official Government purpose.

(2) Anyone that is a fugitive from justice. Soldier processed for Absent Without Leave (AWOL)/desertion after court-martial charges were preferred, for offenses other than the AWOL/desertion, or when an open law enforcement investigation was pending against the Soldier for offenses other than the AWOL/desertion. Does not preclude a Soldier from possessing/using a Government issued firearm for an official Government purpose. Does not apply to Soldiers who are AWOL/processed for desertion without pending charges.

(3) Unlawful user of or addicted to controlled substance. Soldiers with a positive urinalysis result for a controlled substance deemed illegitimate use by medical review officer, pursuant to AR 600-85, or Court-Martial conviction or non-judicial punishment for a drug offense in violation of Article 112A, UCMJ, or Article 92, UCMJ. This prohibition is temporary extending one (1) year from the later date of, the date the drug offense was discovered (positive urinalysis) or the date of adjudication of the drug offense (non-judicial punishment or Court-Martial). Does not preclude possession or use of government issued firearm for official purposes.

(4) Anyone with an adjudicated a "Mental Defective". Soldier adjudicated as lacking mental responsibility for any offense charges, or lacking capacity to stand trial or found not guilty only by reason of lack of mental responsibility pursuant to UCMJ Article 50A/76B, Rule for Court-Martial 706/909. Does not apply to Soldiers committed by Commander/MEDCOM personnel voluntarily or involuntarily to a mental health facility. Does not preclude possession or use of government issued firearm for official purposes.

(5) Anyone discharge from the Armed Forces under dishonorable conditions. Soldiers with approved dishonorable discharge or dismissal. Does not apply to bad conduct discharge or other than honorable discharge.

(6) Anyone subject to a civilian court domestic violence protective order. A Soldier subject to an order restraining the Soldier from harassing, stalking, or threatening an intimate partner or their child or engaging in conduct that would place an intimate partner in reasonable fear of bodily injury or bodily injury to their child issued by a civilian court after a hearing at which the Soldier had notice and an opportunity to participate that includes a finding that the Soldier represents a credible threat to the physical safety of the intimate partner or child or explicitly prohibits the use, attempted use, or threatened use of physical force against the intimate partner or child. Does not apply to military protection order. Does not preclude a Soldier from possessing/using a government issued firearm for an official government purpose.

(7) Anyone with a conviction of misdemeanor crime of domestic violence (Lautenberg). A Soldier convicted of a qualifying domestic violence offense at a special court-martial or convicted of a qualifying domestic violence offense with a maximum punishment of one (1) year or less of confinement at a general court-martial. A qualifying domestic violence offense is an offense with an element of force or attempted force where the victim is the current or former spouse of the Soldier, the child of the Soldier, a child over which the Soldier had guardianship, a person with whom the Soldier shares a child in common, or someone who cohabitates or cohabitated with the Soldier as spouse, parent, or guardian or similarly situation thereto. Does not apply to summary courts-martial or to felony domestic violence offenses at a general court-martial. A Soldier may also have a qualifying conviction of a misdemeanor crime of domestic violence from a civilian court. The civilian court that imposes the order will be the agency responsible for reporting this disability to the FBI but commanders should still advise affected Soldiers of the impact. Note that this is the only disability that precludes a Soldier from possessing both personal and Government firearms under 18 USC 922. However, Army regulation 600-20, para. 4-22 extends the Lautenberg prohibition against use of a Government weapon to felony convictions of domestic violence.

(8) Anyone indicted on felony offense. Applies to a Soldier with at least one (1) court-martial charge punishable by more than one (1) year of confinement (felony) referred to a general court-martial. Does not apply to a Soldier with charges referred to a special or summary courts-martial. Does not apply to a Soldier with preferred charges, only referred charges. A Soldier may also have a qualifying indictment from a civilian court. The civilian court that indicted the Soldier will be the agency responsible for reporting this disability to the FBI, but commanders should still advise affected Soldiers of the impact of the indictment. This disability is temporary and will last until the Soldier is convicted (in which case the felony conviction disability applies), acquitted of charges, or charges are dismissed with or without prejudice. This disability does not prohibit the possession of currently-owned personal firearms/ammunition, but does prohibit the purchase of new firearms/ammunition.

(9) The Lautenberg Amendment –

(a) Makes it a felony for any person to sell or otherwise dispose of firearms or ammunition to any person he or she knows or has reasonable cause to believe has been convicted of a misdemeanor crime of domestic violence.

(b) Prohibits anyone who has been convicted of a misdemeanor crime of domestic violence from shipping or transporting in interstate or foreign commerce, or possessing in or affecting commerce, any firearm or ammunition; or receiving any firearm or ammunition which has been shipped or transported in interstate or foreign commerce.



(10) Anyone under the age of 18 is prohibited from the use of firearms on FLW, unless accompanied and supervised by a parent or legal guardian over the age of 18.

c. Persons denied registration, may request in writing, an appeal of this decision through the Provost Marshal's Office to the Garrison Commander for reconsideration.

### **8-3. Introduction of Firearms on Post for Storage**

a. All privately-owned firearms and other items specified as weapons in the possession of any person, military or civilian, residing/living on FLW that will be stored on FLW are registered with the Provost Marshal's Visitor Control Center, building 100. Registration will be within 24 hours after arrival to the installation or purchase of a firearm. In the event that a firearm is in a shipment of household goods, the firearm must be registered within 24 hours after the shipment of household goods are received. The firearm may not be used for any authorized sporting purpose on post, or taken off post and brought back through an IACP, until it is registered.

b. Any sale or transfer of a registered firearm will be reported to the Provost Marshal's Visitor Control Center, building 100, by the seller within 24 hours after such transfer or sale, to update/terminate the seller's registration information. Name or other identification of the buyer/transferee is not required.

c. To register a firearm(s)/weapon(s) Soldiers, or Family members if the Soldier is not available, will submit a request to the unit commander to register privately owned firearms. All personnel will fill out FLW Form 1835 or 1835A (whichever is appropriate). Unit commanders or directors will verify proof of legal ownership (at a minimum, an affidavit of ownership) of the firearm(s)/weapon(s) and that the individual is not prohibited from owning a firearm. Commanders/directors will approve registration requests, in writing on the FLW Form 1835 or 1835A. Signing FLW Form 1835 or 1835A also documents that the Soldier or Family member has received appropriate safety training on the use and storage of the firearm and is knowledgeable of federal, state, and local laws concerning the possession, use, and transportation of the firearm/weapon. Requesting registrants will bring the completed form(s) to the Provost Marshal's Visitor Control Center, building 100, for processing. (DO NOT bring firearms or weapons to the Provost Marshal's Visitor Control Center).

d. All military personnel and their Family members must obtain their unit commander's approval/permission to register and store a firearm(s)/weapon(s) in FLW family housing or in a unit arms room. Commanders grant this permission when signing the FLW Form 1835 or 1835A. Commanders may refuse to grant permission for any of the following circumstances:

(1) The Service member or Family member residing in FLW family housing is under criminal investigation by military or civilian authorities for any non-traffic offense or has been the subject of a founded criminal investigation involving violence or threat of violence.

(2) The Service member is pending a discharge for misconduct under AR 635-200, chapter 10 or chapter 14; or a discharge involving an other than honorable characterization under AR 635-200, chapter 15; or those pending discharge under AR 635-200, chapter 5, paragraph 5-13.

(3) The Service member or Family member residing in FLW family housing is undergoing mental health counseling or treatment for a condition indicative of severe existing or potential emotional instability or a propensity for violence.

(4) The commander receives direct evidence from a reliable source that a Service member or Family member residing in FLW family housing has exhibited behavior suggestive of severe emotional or mental disturbance, which reasonably indicates the weapon may be used improperly.

(5) The Service member or Family member, residing in FLW family housing, has been convicted of a military or civilian offense punishable by imprisonment of 1 year or more.

(6) The commander deems that allowing firearms/weapons to be stored in FLW family housing is not in the best interest of the U.S. Army.

e. Registration is valid for the length of the assignment for Soldiers and Family members permanently assigned and residing on FLW. Personnel leaving FLW due to PCS or ETS will clear all registered firearms through the Provost Marshal's Visitor Control Center, building 100, as part of out-processing.

f. The Provost Marshal or unit commander may refuse or terminate registration and withdraw authorization to maintain a firearm(s)/weapon(s) in FLW family housing and mandate that all firearms/weapons be stored in the Service member's unit arms room when reasonable cause exists to believe that such refusal or termination will best serve the interests of the Army or supports the preservation of good order, safety, health, or discipline on the installation.

g. Persons visiting FLW for a short period of time, (such as temporary visitation for graduations, temporary duty [TDY] for service schools, or family visitation in housing) are not authorized to request registration for on-post storage of weapons but may register them in order to engage in otherwise lawful and authorized sporting activities as long as weapon storage arrangements are made off post and comply with all applicable Federal and State laws.

#### **8-4. Temporary Introduction of Firearms or Weapons on Post**

Personnel wanting to bring privately owned firearms/weapons (not falling within paragraph 8-2) on to FLW for lawful and authorized purposes allowed in this, or other applicable, regulations must meet all access control requirements.

a. Personnel not residing/living on the installation may transport a firearm(s)/weapon(s) onto FLW but must register each firearm(s)/weapon(s) properly with the Provost Marshal's Office Visitor Control Center, building 100, prior to gaining access onto FLW, pursuant to paragraph 8-2 and this paragraph.

b. Registrations of firearms/weapons on FLW solely for the purpose of conducting authorized recreational activities (for firearms not kept or stored on post under paragraph 8-3) will be valid as follows:

(1) Retired military or DoD Civilians employed on FLW, registrations are valid for 4 years.

(2) All others are valid for 1 year from the date of registration, must be renewed annually.

c. Registration requirements for different categories of sporting users, bringing firearms on post temporarily:

(1) Military personnel assigned to the installation will obtain their commander's permission and signature on the FLW Form 1835 or 1835A.

(2) DoD Civilian employees (to include retired military that are employees) that want to register a firearm(s)/weapon(s) for the purpose of hunting or other authorized activities on the installation must have their director or organization's leadership sign the FLW Form 1835 or 1835A before registration will be granted.

(3) Other categories of personnel, retired military who are not DoD employees, contractors and other civilians that have no DoD affiliation, may register firearm(s)/weapon(s) to transport them on the installation (for the legal purposes as listed in this regulation) and may self-approve the FLW Form 1835 or 1835A when registering the firearm(s)/weapon(s) at Provost Marshal's Office Visitor Control Center, building 100.

### **8-5. Security of Privately Owned Firearms or Weapons**

Privately owned firearms will be secured as follows-

a. Firearms/weapons stored in FLW family housing will be kept—

(1) Out of reach of children.

(2) Stored separately from ammunition.

(3) Under double lock when the family housing unit is left unattended. One lock can be the entrance(s) and the second will be either a locked container, trigger lock, locked cable, chain, or rod through the firearm's trigger guard/barrel, a locked room or closet, or a locked cabinet.

b. Commanders will direct firearms be kept in the unit arms room if any of the conditions described in paragraphs 8-2 or 8-3 exist.

c. Firearms or ammunition owned by permanently assigned officers, NCOs, and enlisted personnel living in barracks, temporary lodging, single Soldier housing or IHG facilities will be secured in the unit's arms room. Privately owned firearms/weapons are issued only to the registered owner from the unit arms room for authorized recreation, selling or transferring ownership, or PCS shipping or movement reasons as long as all regulatory conditions are met and authorization (in writing) has been granted by that Service member's commander.

d. Permanent party Service members that do not reside in family housing or off the installation will not store privately owned firearms or weapons at a local residence that is not their own. The storing of firearm(s)/weapon(s) at a "friend's house" is an attempt to circumvent this and other regulations or policies and is prohibited. The only exception is Service members in IET or AIT that are authorized to store privately owned firearms or weapons at a relatives' local residence while in training without violating this regulation.

e. Privately owned firearms or weapons are not authorized to accompany any Service member, DoD Civilian employee, or contractor to FLW in a TDY status or in a TDY en-route to a new duty station status unless the new duty station is FLW, and in this case, all provisions of this regulation apply.

f. Privately owned firearms or weapons will not be brought into or stored in any government facility (other than unit arms rooms), to include government owned, contract operated or contractor owned facility for any purpose on FLW. Firearms maybe brought into the DFMWR Out Door Adventure Recreation Center to drop off for maintenance only.

g. Privately owned firearms or weapons will not be stored in vehicles parked on the installation. No stops are authorized when weapons are transported IAW AR 190-11, paragraph 4-5e (1) and paragraph 8-6 this regulation.

#### **8-6. Transportation of Privately Owned Firearms and Weapons**

a. Firearms/weapons may be transported onto the installation only after they have been registered at the Provost Marshal's Office Visitor Control Center, building 100 (located at the main gate), and meet the criteria as stated in paragraph 8-2. When entering any FLW IACP, to include the private or commercial airfield areas, transporting individuals will announce to access control personnel the presence of a firearm(s)/weapon(s) (properly registered or not) in the vehicle, luggage, or on their person.

b. All persons transporting a FLW registered firearm or weapons must present a valid FLW Form 1835 or 1835A (registration) or electronically produced registration containing the Provost Marshal's emblem [stamp] for any firearms when asked to do so by access control personnel.

c. When stopped by the Military Police (MP) or Department of the Army Civilian Police (DACP) for any reason, and transporting firearms or weapons, the driver will announce the presence of a firearm(s)/weapon(s) and present the valid registration of the firearm(s)/weapon(s) to the police officer.

d. The following are authorized purposes/areas on FLW for transporting a privately owned firearm or weapon using the most direct route to and from the authorized storage area. No stops on the installation are authorized that would require leaving the firearm(s)/weapon(s) in the vehicle.

(1) Authorized hunting areas during authorized hunting periods (see FLW Reg 210-21).

(2) Firearm/weapon practice sessions conducted on a range designated and approved for such practice by the Directorate of Plans, Training, and Mobilization (DPTMS) Range Control and/or the Outdoor Adventure Center building 2290.

(3) A place of business of a licensed firearms dealer (for the purchase or sale, repair, or other business reasons related to the firearm or weapon transported).

(4) A location of bona fide repairs, sales, or purchases of firearms/weapons by, and between, private individuals. The conduct of the transaction must be in compliance with all applicable federal, state, and local laws.

(5) Gun or sports shows, fairs, or displays.

(6) To an off-post location. Personnel removing privately owned firearms from the installation will comply with applicable federal, state, and local laws pertaining to ownership, possession, registration, and transportation.

(7) To an authorized storage location.

e. During transportation privately owned firearms, weapons, and or ammunition will be configured in the following manner. NOTE: All firearms/weapons will be removed from the vehicle and properly stored upon completion of the purpose requiring transport.

(1) At no time will any firearm(s)/weapon(s) be carried on the person of an owner in a concealed fashion.

(2) All firearms transported on FLW will be unloaded. The carrying of a loaded firearm in a vehicle is prohibited. Muzzle loading firearms will be considered as unloaded when the ignition system (cap or powder in pan) is removed.

(3) Privately owned firearm(s)/weapon(s) and ammunition transported in a vehicle will be secured in the trunk. For vehicles without a trunk they will be encased in a hard or soft container, separated in the vehicle in such a manner that they are not readily available/accessible to the driver or passengers. Firearms will not be encased and transported in the vehicle's glove compartment. Commercially available trigger locks and other security devices/containers are strongly recommended to deter and to prevent loss or theft.

(4) Rifles and shotguns transported in the passenger compartment of a vehicle without a trunk will have, either the bolts removed, or the action open (i.e, the chamber will be open). Rifles and shotguns transported in a vehicle's trunk may be transported with the bolts or actions closed.

(5) Crossbows transported will be un-cocked and all bolts or other projectiles will be secured in similar manner as stated above for ammunition.

f. LRC, Transportation Division, will notify the Office of the Provost Marshal, when it is known that inbound personal property shipments contain firearms.

### **8-7. Prohibited Firearms, Weapons, Items, and Devices**

a. The following privately owned firearms and items are prohibited on FLW-

(1) Any firearm prohibited by Missouri State law.

(2) Any destructive device, short-barreled shotgun, or short-barreled rifle as defined by Title 18, United States Code, Section 921 or regulations promulgated there under the Secretary of the Treasury, or any machine gun as defined by Title 26, United States Code, Section 5845 or regulations promulgated there under by the Secretary of the Treasury (except when properly registered by bona fide collectors).

(a) A short-barreled shotgun is one with a barrel less than 18 inches in length and an overall length of less than 26 inches. A short-barreled rifle is one having a barrel less than 16 inches in length and has an overall length of less than 26 inches.

(b) Examples of prohibited destructive devices include, but are not limited to, military weaponry such as cannons, mortars, howitzers, fully automatic rifles, machine guns, and launchers. Switchblade knives, dirks, brass knuckles, black jack saps, sappers, sap gloves, billy clubs, and garrotes.

b. The following weapons or devices are prohibited on FLW, except where specifically authorized.

(1) Firearms and other weapons that are not properly registered on FLW.

(2) Ammunition, except where properly authorized for prescribed purposes.

(3) When not used for intended purposes, a mounted display or collection asset, hunting knives, locking blade knives with blades greater than 4 inches in length, arrows with hunting points, machetes, underwater spear guns, straight razors, razor knives, scalpels, spears, swords, sabers, and other implements and instruments with sharpened points or blades.

(4) Non-lethal personal defensive sprays (in quantities of more than 1 ounce), including but not limited to, small tear gas or other chemical irritant sprays or ejectors, dye or odor causing sprays or ejectors, homemade devices designed to spray such chemicals or dye, and electric- and battery-powered dart projectors.

c. Any class of fireworks in private possession is strictly prohibited on FLW. Fireworks shows and activities will be under the direct control of the DFMWR.

d. Simulators, pyrotechnics, or ordnance are prohibited items and will not be possessed on FLW unless the possessor has written permission and approval of DPTMS and DES Fire Protection Branch. Such devices will only be used and stored with proper supervision in designated areas.

e. Discharging of blanks is prohibited except when used for authorized military training activities, training hunting dogs in open hunting areas, and for approved athletic and theatrical activities. Approval for the nonmilitary use of blanks may be requested from DPTMS.

f. Any instrument, item, or device, whether or not specifically described in this regulation, is prohibited when carried with the intent to "go armed".

### **8-8. Concealed Firearms or Weapons**

a. The carrying of any concealed firearm or weapon is prohibited on FLW. The Missouri Concealed Carry Permit and/or other laws concerning the carrying of weapons is not valid on FLW. Any concealed weapons/carry permit from any state is not recognized or valid on FLW, or a Federal Military Installation.

b. The only exception to carrying a concealed firearm or weapon is under the following circumstances: Military Police investigators (MPI) and DACP personnel may carry their issued weapon concealed when required in official duties and when specifically authorized by DES, Provost Marshal, FLW, Missouri. Criminal Investigation Division (CID) agents may carry their issued weapon concealed when required in official duties, however, when entering any IACP, to include through any air terminal, they must be declared and credentials presented.

c. Federal, state, and local law enforcement personnel temporarily located on FLW and performing their specific law enforcement duties may carry a concealed firearm only for those duties, however, when entering any IACP, to include through any air terminal, they must be declared and credentials presented. Reserve police officers do not qualify in this category, unless they are entering the installation to perform a specific task or duty that they have been

assigned by their commissioning agency to complete. Reserve police officers employed on FLW as a government employee, contractor, or tenant organization employee and working on their normal tour of duty do not qualify as being recalled by the commissioning agency and are not permitted to carry a firearm either open or concealed and will follow the provisions of this regulation.

d. Knives with a blade of 3 inches or less may be carried on or about the person. While hunting, camping, hiking, and fishing or in the field persons may carry fixed blade knives with a blade not to exceed 4 inches in length. However, such activities must be in authorized areas outside of the cantonment area. Prohibited items are subject to seizure and will be destroyed or disposed of through appropriate military law enforcement channels upon completion of any criminal investigation, prosecution, or other disposition of the misconduct.

e. No firearms or weapons may be carried into a chapel on FLW for any reason, except by on-duty MP or law enforcement personnel in the performance of their official duties.

### **8-9. Use of Firearms or Weapons**

a. Nothing in this regulation shall be construed as to restrict the possession or use of firearms and other weapons by—

(1) Military personnel using military weapons in the proper performance of their duties.

(2) Civilian or military personnel exercising legally appointed lawful police authority.

b. No firearm, bow, crossbow, slingshot or other projectile weapon shall be discharged in the cantonment area except as part of an approved activity within authorized areas.

c. Alcohol and weapons don't mix; possession or discharge of a firearm or other projectile weapon while consuming or having consumed any alcoholic beverages or while intoxicated is prohibited.

d. Authorized areas for discharge of firearms or other weapons.

(1) Compressed air guns, BB guns, rim-fire handguns, and rim-fire rifles not exceeding the .22 caliber long rifle cartridge in power and bore diameter may be discharged on an indoor or outdoor range designated by DPTMS Range Control and the DFMWR Outdoor Adventure Center.

(2) BB guns/BB pistols and slingshots may also be discharged as part of an approved activity within authorized areas (for example, Scout and or youth services approved air gun, BB gun/BB pistol, or bow range).

(3) All other rifles and shotguns may be discharged only at an outdoor range designed and under the control of DPTMS Range Control or DFMWR Outdoor Adventure Center IAW FLW Reg 210-14.

(4) Certain firearms/weapons may be used for hunting in areas authorized by DPTMS IAW FLW Reg 210-21 and published hunting regulations and codes.

e. Authorized areas for discharge of crossbows and bows.

(1) Bows, compound bows, and crossbows may be discharged on indoor or outdoor ranges designed by DPTMS, IAW rules established by the DFMWR Outdoor Adventure Center.

(2) Bows and crossbows may be used for hunting and fishing in areas authorized by DPTMS IAW FLW Reg 210-21 and published hunting and fishing regulations and codes.

f. Juveniles, under 18 years of age, may not discharge any firearm or other weapon except in the presence of an adult. The only exception is the use of the Outdoor Adventure Center Paintball Range.

g. Knives with a blade more than 4 inches in length, except switchblades, daggers, and dirks are permitted for use in hunting, fishing, camping, and cooking but will only be transported to/from such activities. Such knives may, however, be determined as being carried as weapons as provided for in paragraph 8-8. Commanders may require personnel who reside in any single Soldier housing area to store knives with a blade more than 3 inches in length in the unit arms room when not being used for authorized activities.

h. Machetes, straight razors, utility knives, razor knives, scalpels, hatchets, axes, sport javelins, and any other tools, implements, and instruments with sharpened points or blades are authorized only when used for the utilitarian use for which they were designed. Any use of these items as a weapon or carrying with intent to go armed is prohibited.

i. Spears, bayonets, swords, sabers, nunchakus, and throwing stars, when intended/used as weapons, are authorized only for hobby, decorative, or ceremonial purposes. Hobby is defined as maintaining collections of these items.

j. Nonlethal personal defense items (in quantities of 1 ounce or less) are authorized for possession and use only in the preparation for attack by another person or a vicious animal. This includes nonlethal chemical irritants, such as mace canisters. Use or possession of such products or devices as a weapon, except as authorized, is prohibited.

k. The possession of ammunition is prohibited except for authorized military, sporting, and hobby purposes. Hobby is defined as reloading ammunition and muzzle loading firearms.



## **Appendix A. References**

### **Section I. Required Publication.**

AR 190–11, Physical Security of Arms Ammunition and Explosives

DA Pam 710–2–1, Using Unit Supply System Manual Procedures

FLW Reg 700-2, Ammunition

Title 18, United States Code, Section 921

Title 26 United States Code, Section 5845

DoD Directive 5210.56

Uniform Code of Military Justice (UCMJ)

AR 635-200 (Active Duty Enlisted Administrative Separations)

FLW Reg 210-14 (Ranges, Training Areas, and Training Facilities)

FLW Reg 210-21 (Hunting and Fishing Regulation)

Section 1062, National Defense Authorization Act for Fiscal Year 2011 (Public Law 111-383)

### **Section II Related Publications.**

AR 190–13, The Army Physical Security Program

AR 190–14, Carrying of Firearms and Use of Force for Law Enforcement and Security Duties

AR 190–51, Security of Unclassified Army Property (Sensitive and Non Sensitive)

AR 380–5, Department of the Army Information Security Program

AR 380–67, The Department of Defense Personnel Security Program

DA Pam 385–64, Ammunition and Explosives Safety Standards

AR 710–2, Supply Policy Below the National Level

AR 710–3, Inventory Management, Asset and Transaction Reporting System

AR 735–5, Property Accountability Policies

DA Pam 190-51, Risk Analysis for Unclassified Army Resources

DA Pam 710–2–2, Supply Support Activity Supply System Manual Procedures

ATP 3-39.32, Physical Security

Memorandum of Instructions (MOI) Maneuver Support Center of Excellence (MSCoE) Organizational Inspection Program (OIP)

**Section III Referenced Forms.**

Forms designated “Approved for electronic generation (EG)” must replicate exactly the content (wording), format (layout), and sequence (arrangement) of the official printed form. The form number of the electronically generated form will be shown as–R–E and the date will be the same as the date of the current edition of the printed form.

DA Form 2028, Recommended Changes to Publications and Blank Forms

DA Form 4604, Security Construction Statement

DA Form 4930, Alarm/Intrusion Detection Record

DA Form 5513, Key Control Register and Inventory

DA Form 7708, Personnel Reliability Screening and Evaluation

Standard Form 700, Security Container Information

Standard Form 702, Security Container Check Sheet

FLW Form 1693, Weapon sign-in/out log (Approved for EG.)

FLW Form 97, Physical Security Arms, Ammunition, and Explosives (AA&E) Briefing (Approved for EG.)

FLW Form 1835, Personal Weapons Registration Form

FLW Form 1835A, B Registration of Privately owned Firearms

## **Appendix B FLW Intrusion Detection System (IDS) Testing**

### **B-1. General**

a. Alarm system users are responsible for conducting monthly alarm system testing. Notify the Military Police Desk at 596-6141/0229/0911 prior to conducting an operational test.

b. IDS test results will be recorded on DA Form 4930 (Alarm/Intrusion Detection Record). In Column "b" annotate a "4" or "test" and in column "i" annotate the rank and last name of the person contacted at the MP Desk. The rest of this form is self-explanatory. This form will be kept on file for one year showing 12 consecutive months of testing completed.

c. If malfunctions or other related problems are noted contact DES Security Operation Division IDS Technicians for repair. If the system fails or cannot be repaired immediately, the unit is responsible for providing armed guards within two hours of notification for AA&E facilities until IDS is operational. Guards will meet requirements of AR 190-14. Units will maintain on-hand in the unit arms room twenty (20) rounds of either 5.56mm or 9mm ammunition, based on the primary weapon issued, for the purposes of arming guards. Ammunition will be stored IAW AR 190-11.

d. Do not make any adjustments to any IDS sensors within protected areas.

### **B-2. IDS Test Set-up Procedures**

The following procedures were developed specifically for the Advantor IDS system in use on FLW, and will be followed prior to testing the system.

a. Contact the IDS Monitoring Station (MP desk) prior to conducting a system test and identify yourself. Provide the location building number, room number, account number, and purpose of the test (monthly sensor test). Inform the IDS monitor of the number of sensors you are testing. (i.e., testing (2) Balanced Magnetic Switch (BMS), (1) motion, (2) duress)

b. Before conducting a test close all doors and windows equipped with a balanced magnetic switch (BMS).

c. Open the "Advantor Guidebook" issued when the system was installed, to page titled "Turning Your System On."

d. Observe the PIM. If the red indicator light is lit, the device is in alarm. Stand still until the indicator light goes out. Allow 30 seconds for the system to stabilize.

e. The keypad display should read "Security Off" and "Select Security Mode." Beneath this will be the words "Occupied" on the left and "On." on the right.

(1) Press the button beneath the word "On."

(2) The keypad display should read "Secure Arming". Enter your account number, followed by your PIN and press "Enter." If the keypad display does not show "Secure Arming." it will display the sensor in violation. All sensor violations must be corrected before the system can arm itself.

(3) The keypad display message should read “Security is Off” followed by “Verifying Please Wait.” The system is now verifying you have entered the correct access PIN.

(4) The LED keypad light will now change from green to red and start an audible “beep” countdown. At the end of the countdown, the keypad display will show “Security is On”.

(5) Remain still for approximately 30 seconds to allow the system to stabilize.

(6) Conduct the IDS sensor operations test for all applicable sensors.

### **B-3. Balanced Magnetic Switch (BMS)/ Delay Door Testing Procedures**

a. Follow test set-up procedures outlined in paragraph B-2.

b. STEP 1: With the door or window closed and locked, attempt to rattle or move it. No alarm should activate. Should an alarm activate with an audible signal from the keypad for the tested BMS, contact DES Security Operation Division IDS Technicians.

c. STEP 2: Slowly open the door or window. An audible alarm should initiate immediately when the latching edge of the opening has moved more than 1 ¼ inch from the closed position. Activation can be observed at the keypad. Wait for the red LED to start blinking, this denotes a systems alarm.

d. STEP 3: Verify the sensor is in alarm by pressing the star (\*) button on the keypad. Repeat steps 1 – 3 for each BMS installed.

e. STEP 4: When all sensor testing is completed verify all alarms were received at the monitoring station (MP Desk).

### **B-4. Passive Infrared Motion Sensor (PIMS) Testing Procedures**

a. Follow test set-up procedures outlined in paragraph B-2.

b. STEP 1: Observe the PIMS to be tested. Ensure the red light located in the sensor is not lit.

c. STEP 2: Allow 30 seconds for the system to stabilize.

d. STEP 3: Conduct a walking test by beginning at the point outside the protected area, or at the doorway to the protected area, moving along a likely path an intruder may take until an audible alarm initiates. If the device has a delay timer, the alarm will not be reported until the delay time has elapsed.

e. STEP 4: Verify the sensor is in alarm by pressing the star (\*) button on the keypad. Repeat steps 1–4 for each PIMS installed.

f. STEP 5: When all sensor testing is completed verify all alarms were received at the monitoring station (MP Desk).

### **B-5. Vibration Signal Detector (VSD) Testing Procedures**

- a. Follow test set-up procedures outlined in paragraph B-2.
- b. STEP 1: Allow 30 seconds for the system to stabilize.
- c. STEP 2: Tap the protected surface with a solid object several times in succession. An audible alarm should initiate when the required number of taps or pulses are received. The audible alarm will stop within 10 seconds.
- d. STEP 3: Verify the sensor is in alarm by pressing the star (\*) button on the keypad. Repeat steps 1 – 3 for each VSD installed.
- e. STEP 4: When all sensor testing is completed verify all alarms were received at the monitoring station (MP Desk).

#### **B-6. Alarm Latching Switch (ALS/Foot Duress/Hand Duress) Testing Procedures**

- a. This sensor will be tested in both the ACCESS and SECURE modes.
- b. STEP 1: In the SECURE mode, activate the alarm-latching switch by placing your foot beneath the switch and with your heel on the ground raise the toe of your foot to make contact with the alarm switch.
- c. STEP 2: Remove foot and alarm will reset. Verify the sensor is in alarm by pressing the star (\*) button on the keypad.
- d. STEP 3: Place system in the ACCESS mode and repeat steps 1–2, but continue to hold the switch up.
- e. STEP 4: Verify the sensor is in alarm by pressing the star (\*) button on the keypad. If the keypad cannot be reached from the ALS, have an authorized individual assist. Repeat steps 1–4 for each ALS installed in the protected area.
- f. STEP 5: When all sensor testing is completed verify all alarms were received at the monitoring station (MP Desk).

#### **B-7. Sentrol Panic Switch Testing Procedures**

- a. This sensor will be tested in both the ACCESS and SECURE modes.
- b. STEP 1: In both the SECURE and ACCESS modes, gently pull down on the switch.
- c. STEP 2: Verify the sensor is in alarm by pressing the star (\*) button on the keypad. To reset the alarm, place the switch back to the upright position.
- d. STEP 3: Place system in the ACCESS mode and repeat steps 1–2.
- e. STEP 4: Repeat steps 1–3 for each Sentrol switch installed in the protected area.
- f. STEP 5: When all sensor testing is completed verify all alarms were received at the monitoring station (MP Desk).

## **B-8. Ademco Key Box Duress Testing Procedures**

- a. This sensor will be tested in both the ACCESS and SECURE modes.
- b. STEP 1: In both the SECURE and ACCESS modes, push down on the top portion of the box. A red line indicator should appear.
- c. STEP 2: Verify the sensor is in alarm by pressing the star (\*) button on the keypad. To reset the alarm, insert the key issued for the box and turn. The alarm will reset.
- d. STEP 3: Place system in the ACCESS mode and repeat steps 1–2.
- e. STEP 4: Repeat steps 1–3 for each Ademco duress switch installed in the protected area.
- f. STEP 5: When all sensor testing is completed verify all alarms were received at the monitoring station (MP Desk).

## **B-9. Glass Breakage Detector**

DES, Security Operation Division IDS Technicians will test all glass breakage sensors during semi-annual preventive maintenance service.

## **B-10. Wireless Intrusion Detection Devices**

- a. All wireless detection devices will be tested in the same prescribed manner as outlined in this Appendix.
- b. Batteries for these devices will be serviced by DES, Security Operation Division IDS Technicians personnel during semi-annual preventive maintenance or as needed.

## **B-11. Calibration and Re-calibration for Advantor Touch Screen Keypads**

The following procedures may be used to correct difficulties when attempting to arm or disarm the IDS and the keypad installed is a touch screen keypad that is not functioning properly.

Symptoms: Keypad not registering numbers when touching the keypad or invalid codes when proper codes have been selected. This can be due to dirty keypad or a keypad which needs calibrating. To troubleshoot these problems perform the following.

Step 1: Clean keypad screen with damp soft cloth or towel to remove dirt and oils which have accumulated on the screen. If this fails to correct problem move to step 2.

Step 2: Notify the MP station to request a keypad calibration.

Step 3: When the MP RTO places the account keypad into the calibration mode the operator will see the following message on the keypad "Please press and release at upper left corner point", once this is completed the screen will change to the following "Please press and release at lower right corner point", once completed the keypad will return back to the normal operational mode. The following message should be displayed, "Calibration completed, Thank You", then return to normal screen view.

Step 4: Users will test the keypad to confirm problem is corrected.

Step 5: If problem persists contact IDS maintenance for repair.

## **B-12. Minimum Requirements for the Installation of New IDS (Non-AA&E)**

a. Panel Box: Contractor will install inside the protected area/room a 12x12 inch recessed junction box flush to finished wall, bottom of box should be 60-inches above finished floor (AFF), location to be determined by user. This box will be referred to as the panel box. All conduit runs for the IDS will terminate in this box by separate a  $\frac{3}{4}$  inch EMT metal conduit using compression fittings. There should be a minimum of the following conduits runs connected to this box

(1) 1- $\frac{3}{4}$  inch conduit from panel box to the communications room.

(2) 1- $\frac{3}{4}$ -inch conduit for electrical supply from panel box to lockable breaker in electrical panel. Electrical Panel must be marked to identify breaker for the IDS system.

(3) All security device conduits are run back to the panel box.

b. Devices: Motion Sensor mounting boxes will be 4.0 octagon box(s) flush mounted to the ceiling, these boxes will be connected back to the panel box using a  $\frac{3}{4}$  inch EMT metal conduit with compression fitting. Boxes for motion sensors should be adjusted to maintain a distance of 3 inches from air ducts or lighting fixtures to eliminate false alarms from such devices. Multiple devices may be picked up in single conduit runs however no more than 4 devices per conduit run.

c. Balanced Magnetic Switch: A 2x4 inch handi box will be flush mounted approximately 6 inches above the latch side of the door frame; box will be connected back to the panel box using a  $\frac{3}{4}$  inch EMT metal conduit with compression fitting. Multiple devices may be picked up in single conduit runs however no more than 4 devices per conduit run.

d. Hand Duress: A 2x4 inch handi box flush mounted (location determined by user) connected back to the panel box using a  $\frac{3}{4}$  inch EMT with compression fittings. Multiple devices may be picked up in single conduit runs however no more than 4 devices per conduit run.

e. Keypad: Generally located on the IDS Cabinet, however if the keypad is to be located in a separate location a 2x4 inch handi box will be flush mounted approximately 60 inches AFF (location determined by user) connected back to the panel box using a  $\frac{3}{4}$  inch EMT metal conduit with compression fittings. Multiple devices may be picked up in single conduit runs however no more than 4 devices per conduit run.

## **B-13. Minimum Requirements for the Installation of New IDS (AA&E)**

a. Contractor will install inside the protected vault a 12x12 inch recessed junction box, 52 inches AFF and 18-inches from the latch side of entrance door frame. This box is referred to as the panel box. All individual IDS conduit runs will terminate in this box through separate  $\frac{1}{2}$  inch EMT metal conduits.

b. There will be two additional metal conduits installed at the panel box, one will be a 1 inch EMT metal conduit going to the communication room and the second conduit will be a ½ inch EMT metal conduit going to the electrical room. These two lines are for AC power and the phone line for IDS. A lockable breaker will be installed for the IDS electrical line.

c. Install 4.0 octagon junction boxes flush mounted to the ceiling for all motion sensor locations. Connect back to the panel box with a ½ inch EMT metal conduit. The size and partition of area will dictate number and location of motion sensors needed.

d. Install two 2x4 inch utility boxes flush mounted on the walls in the arms vault for the installation of hand and foot duress systems.

(1) Install one box 8 inches from the latching side of the day gate (inner door) at approximately light switch height AFF, but not in line with a light switch.

(2) Install the second box 12 inches from the hinge side of the day gate and 12 inches AFF.

e. Install a 2x4 inch utility box flush mounted on wall inside the protected area for the installation of BMS. This box is located 6 inches above and 6 inches from the door frame on the latch side of the door to be protected. Run a ½ inch EMT metal conduit back to the panel box.



**Appendix C  
FLW Sample Memorandums and Forms**

**UNIT LETTERHEAD**

**UIC**

**DATE**

**MEMORANDUM FOR DES, ATTN:** Physical Security

**SUBJECT:** IDS PIN (*Arms Rooms and AHA*)

1. Unit/Facility: \_\_\_\_\_
2. Building Number: \_\_\_\_\_
3. Account Number: \_\_\_\_\_
4. Duty Phone Number: (need 3 different duty phone numbers)
5. The personnel listed below have been screened IAW AR 190-11, Para 2-11 and have a DA Form 7708 (Personnel Reliability Screening and Evaluation) on file at the unit. (For AA&E only)
6. Please add the following personnel to the access list:  

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------
7. Please retain the following personnel on the access list:  

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------
8. Please delete the following personnel from the access list:  

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------
9. Point of contact for this action is Name of POC at phone number.

Commander / Director  
Signature Block

\* For temporary use of the AHA: add start and end date.

**UNIT LETTERHEAD**

**UIC**

**DATE**

**MEMORANDUM FOR DES, ATTN:** Physical Security

**SUBJECT:** IDS PIN (*non AA&E sensitive areas, i.e pharmacy*)

- 1. Unit/Facility: \_\_\_\_\_
- 2. Building Number: \_\_\_\_\_
- 3. Account Number: \_\_\_\_\_
- 4. Duty Phone Number: (need 3 different duty phone numbers)
- 5. The personnel listed below have been screened IAW AR 190-51, Para 4-3 and have a DA Form 7708 (Personnel Reliability Screening and Evaluation) on file.

6. Please add the following personnel to the access list:

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------

7. Please retain the following personnel on the access list:

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
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8. Please delete the following personnel from the access list:

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------

Dates Requested From \_\_\_\_\_ to \_\_\_\_\_

9. Point of contact for this action is Name of POC at phone number.

Commander / Director  
Signature Block

**UNIT LETTERHEAD**

**UIC**

**DATE**

**MEMORANDUM FOR DES, ATTN:** Physical Security

**SUBJECT:** IDS PIN (*Non-AA&E or Pharmacy related usage*)

- 1. Unit/Facility: \_\_\_\_\_
- 2. Building Number: \_\_\_\_\_
- 3. Account Number: \_\_\_\_\_
- 4. Duty Phone Number: (need 3 different duty phone numbers)

5. Please add the following personnel to the access list:

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------

6. Please retain the following personnel on the access list:

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
-------------	--------------------------	------------------	-------------------	-------------------

7. Please delete the following personnel from the access list:

<u>RANK</u>	<u>NAME (FIRST/LAST)</u>	<u>LAST FOUR</u>	<u>CALL ORDER</u>	<u>HOME PHONE</u>
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8. Point of contact for this action is Name of POC at phone number.

Commander / Director  
Signature Block





## **Glossary**

### **Section I Abbreviations**

#### **AAFES**

Army, Air Force Exchange Services

#### **AIT**

Advanced Individual Training

#### **AA&E**

Arms, Ammunition, and Explosives

#### **A&E**

Ammunition and Explosives

#### **AKC**

Alternate Key Custodians

#### **ALS**

Alarm Latching Switch

#### **AR**

Army Regulation

#### **ASP**

Ammunition Supply Point

#### **BMS**

Balanced Magnetic Switch

#### **CCTV**

Closed Circuit Television

#### **CID**

Criminal Investigation Division

#### **DA**

Department of the Army

#### **DACP**

Department of the Army Civilian Police

#### **DES**

Directorate of Emergency Services

#### **DFMWR**

Directorate of Family and Morale, Welfare, and Recreation

#### **DoD**

Department of Defense

**DPTM**

Directorate of Plans, Training, and Mobilization Security

**DPW**

Directorate of Public Works

**ETS**

Expiration Term of Service

**FL**

Fort Leonard Wood

**GSA**

General Services Administration

**IACP**

Installation Access Control Point

**IAW**

IAW

**IDS**

Intrusion Detection System

**IEMP**

Installation Emergency Management Plan

**IET**

Initial Entry Training

**IPSO**

Installation Physical Security Office

**KC**

Key Custodian

**LRC**

Logistics Readiness Center

**MFR**

Memorandum for Record

**MP**

Military Police

**MPI**

Military Police Investigator

**MSCoE**

Maneuver Support Center of Excellence

**NCO**

Noncommissioned Officer

**PCS**

Permanent Change of Station

**PIMS**

Passive Infrared Motion Sensor

**PIN**

Personal Identification Number

**POC**

Point of Contact

**PS**

Physical Security

**PSI**

Physical Security Inspector/Inspection

**SOP**

Standing Operating Procedure

**TDY**

Temporary Duty

**UCMJ**

Uniform Code of Military Justice

**USC**

United States Code

**VSD**

Vibration Signal Detector

**Section II****Terms****Access (when pertaining to a restricted area)**

Personnel movement within a restricted area that allows the chance for visual observation of, or physical proximity to, either classified or protected materiel. It is also the ability and opportunity to obtain detailed knowledge of either classified or protected material through uncontrolled physical possession. External viewing or escorted proximity does not constitute access.

**Ammunition**

A device charged with explosives, propellants, pyrotechnics, initiating composition, riot control agents, chemical herbicides, smoke and flame, for use in connection with defense or offense, including demolition. Excluded from this definition are devices charged with chemical agents defined in JCS Publication 1 and nuclear or biological materiel. Ammunition includes cartridges, projectiles, including missile rounds, grenades, mines, and pyrotechnics together with bullets, shot and their necessary primers, propellants, fuses, and detonators individually or having a unit of issue, container, or package weight of 100 pounds or less. Blank, inert training ammunition and .22 caliber ammunition are excluded.



**Armed Guard Surveillance**

A service that provides armed guards to maintain constant and specific surveillance of shipments for which the service is requested. "Armed" is defined as having a firearm and appropriate ammunition readily available for immediate use. (DOD 5100.76-M and AR 190-11)

**Arms**

A weapon included in AR 190-11, appendix A, that will or is designated to expel a projectile or flame by the action of the explosive, and the frame or receiver of any such weapon.

**Asset**

Any resource requiring protection.

**Automated Key System**

An automated system used to account for keys, consisting of a computer and key cabinet with drawers. (i.e., Key Trak)

**BB gun/BB pistol**

A shoulder or hand held device propelling a single round projectile by means of air compressed ahead of a spring actuated plunger.

**Blank**

A firearm cartridge contains a noise making charge, but no projectile.

**Bow**

A device that propels arrows or bolts by means of a string activated by bending the arms of the bow. These refer to bows known as long bows, crossbows, recurve bows, and compound bows. An exception is a long bow intended as a child's toy with a maximum draw weight of less than ten pounds.

**Cable Seal Lock**

A seal in which the cable is passed through the locking hardware of a truck trailer or railcar door and the bullet nose is inserted into the barrel and the end of the cable until securely anchored. Once locked any force exerted to separate the lock point from the lock body will strengthen its connection. (DOD 5100.76-M)

**Cantonment area**

The area of FLW that contains the concentration of real properties, housed troops, material, equipment, and supporting activities.

**Chains**

Chains used are heavy-duty, hardened steel chain, welded, straight-link steel. The steel is galvanized of at least 5/16-inch thickness or of equal resistance required to force, to cut, or break an approved low security padlock. An example of such a chain is Type 1, Grade C, Class 4 NSN 4010-0-149-5583, NSN 4010-00-149-5575, or NSN 4010-00-171-4427.

**Closed Circuit Television**

Television that serves a number of different functions, one of which is physical security. As it pertains to the field of physical security, closed circuit television (CCTV) is used to augment, not replace, existing IDS or security patrols. It is not used as a primary sensor, but rather as a means of assessing alarms. CCTV also may be used as a surveillance tool, but if used in this way, it augments existing IDS.

**Compressed air gun**

A device capable of propelling single or multiple projectiles by means of air (includes paint ball weapons) or gas compressed in capsules, or manually compressed with the gun.

**Concealed firearm or weapon**

Any firearm or weapon, as defined above, carried on or about the person or in a vehicle in any manner, which is concealed or does not allow immediate recognition of the weapon or firearm.

**Constant Surveillance**

Observing or protecting a storage facility containing AA&E by a human, intrusion detection system, closed circuit television, or combination, to prevent unobserved access, or make known any unauthorized access to the protected facility.

**Continuous Surveillance**

Constant unobstructed observance of items or an area to prevent unauthorized access. Continuous surveillance may be maintained by dedicated guards, other on-duty personnel, or intrusion detection systems and those enhanced by closed circuit television.

**Dedicated guards**

Individuals charged with performing the primary task of safeguarding designated facilities, material, and personnel within a defined area during a tour of duty. A dedicated guard may perform this function as a static post. The guard remains within or on the perimeter of a protected area and maintains continuous surveillance over that which is being protected during the tour of duty.

**Double-locked container**

A steel container of not less than 26 gauge which is secured by an approved locking device and which encases an inner container that also is equipped with an approved locking device. Cabinet, medicine, combination with narcotic locker, NSN 6530-00-702-9240, or equivalent, meets requirements for a double-locked container.

**Duress alarm system**

A method by which authorized personnel can covertly communicate a situation of duress to a security control center or to other personnel in a position to notify a security control center. (DOD 5100.76-M)

**Exception**

An approved permanent exclusion from specific requirements of this regulation. Exceptions are based on a case-by-case determination and involve unique circumstances which make conformance to security standards impossible or highly impractical. An exception can also be an approved permanent deviation from the provisions of this regulation.

There are two types of exceptions:

a. Compensatory Measures Exception. This is a deviation in which the standards are not being met, but the DOD component (HQDA (DAMO-ODL-S) concerned determines it is appropriate, because of physical factors and operational requirements. Compensatory measures are normally required.

b. Equivalent Protection Exception. This is a deviation in which nonstandard conditions exist, but the totality of protection afforded is equivalent to or better than that provided under standard criteria.

**Explosives**

Any chemical compound, mixture or device, the primary or common purpose of which is to function by explosion. The term includes, but is not limited to, individual land mines, demolition charges, blocks of explosives (dynamite, 92 AR 190-11 • 12 February 1998 trinitrotoluene (TNT), C-4, and other high explosives), and other explosives consisting of 10 pounds or more; for example, gunpowder or nitro guanidine.

**Firearm**

A small caliber weapon from which projectiles are propelled by explosive propellants. Unless

otherwise specified herein “firearm”.

### **Fireworks**

A device for producing a display of lights, noise, and/or smoke by a combustion of flammable compositions.

### **Intent to go armed**

The carrying of an instrument, implement, firearm, weapon, item or device with the knowledge that it is capable of being used and with the intent to use the instrument, implement, firearm, weapon, item or device for purposes of offense.

### **Intrusion detection system**

The combination of electronic components, including sensors, control units, transmission lines, and monitoring units integrated to be capable of detecting one or more types of intrusion into the area protected by the system and reporting directly to an alarm monitoring station.

### **Key and lock control system**

A system of identifying both locks and their locations and personnel in possession of keys and/or combinations.

### **Keying**

The process of establishing a sequence of random binary digits used to initially set up and periodically change permutations in cryptographic equipment for purpose of encrypting or decrypting electronic signals, for controlling transmission security processes, or for producing other keys.

### **Locks**

Locks are considered as delay devices only, not as positive bars to unauthorized entry, since any lock can be defeated by expert manipulation or force.

a. Padlocks: Low security padlocks: Commercial Item Description A–A–1927 hardened steel shackle and case, without chain: NSN 5340–00–158–3805; with chain: NSN 5340–00–158–3807. (Any questions regarding the above specifications will be addressed to the DOD Lock Program Technical Manager, Naval Facilities Engineering Service Center, Code C66, 560 Center Drive, Port Hueneme, CA 93043–4328 (DSN 551–1567 or –1212).

b. Certain locks, such as high or medium security padlocks, provide excellent protection when used in conjunction with a high security hasp. Hasps installed for protection of AA&E will provide protection comparable to that given by the lock used. Determination of “comparable protection” will be addressed to the DOD Lock Program Technical Manager, Naval Civil Engineering Laboratory, Code L56, 560 Center Drive, Port Hueneme, CA 93043–4328 (DSN 551–1567 or –1212). NAPEC high security shrouded hasp (MIL–H–29181A) is approved for use with the high security padlock to secure all categories of AA&E. The hasp has a cover that protects the lock from cutting or hammer tools and inclement weather. It should be used to secure Category I and II AA&E storage facilities. When replacement of a hasp on Category III, IV or uncategorized AA&E is necessary, this hasp should also be used. The Natick high security hasp (MIL–H–43905) is a high security hasp that also is approved for protection of Category III and IV AA&E when used with an approved high security padlock. Hasp, pin-type, locking “T” is a hasp that was authorized previously to secure ammunition storage magazines. Magazines were secured using the installed locking bar in conjunction with a “T” pin and high security padlock. The locking “T” hasp does not provide adequate security for sensitive AA&E. It must be replaced with a high security hasp to enhance security. It will not be used to secure Category I and II ammunition storage facilities.

c. Another lock is the cable seal lock. Once locked, any force exerted to separate the lock point from the lock body strengthens the connection. Such locks are not approved for use in securing storage facilities containing AA&E. The same restriction applies to “d” below.

d. A complementary device to locks is the No. 5 American Wire Gauge wire twist. This is a U-shaped wire place in the hasp along with the shackle and twisted tightly in place. Another device is a wire cable of a thickness equivalent to or larger than No. 5 wire. This is placed through the hasp, a metal sleeve slipped over it, and crimped into place.

e. Built-in combination locks, meeting Underwriters Laboratories Standard 768, Group 1 (NSN 5340-01-375-7593) are approved for use on GSA-approved Class 5 vault doors and GSA-approved Class 5 weapons containers storing unclassified material and unclassified AA&E.

### **Most Direct Route**

Means the most direct route between the places of possession of the weapon to the authorized destination. The most direct route does not include bringing a firearm on to FLW at 0730, storing the firearm in a vehicle parked in a unit parking lot, and then taking the firearm to the range or hunting at 1630.

### **Nonlethal personal defense devices**

A device designed for personal defense against an attack by emission of a chemical irritant, dye, noise, or electric shock.

### **Physical protective measures**

Physical security measures used to counter risk factors that usually do not change over a period of time such as mission impact, cost, volume, and criticality of resources and vulnerabilities. The measures are usually permanent and involve expenditure of funds.

### **Physical security**

That part of the Army security system, based on threat analysis, concerned with procedures and physical measures designed to safeguard personnel, property, and operations; to prevent unauthorized access to equipment, facilities, materiel, and information; and to protect against espionage, terrorism, sabotage, damage, misuse, and theft. Operations security (OPSEC) and security targeted against traditional criminal activity are included.

a. Physical security procedures include, but are not limited to, the application of physical measures to reduce vulnerability to the threat; integration of physical security into contingency, mobilization, and wartime plans; the testing of physical security procedures and measures during the exercise of these plans; the interface of installation OPSEC, crime prevention and physical security programs to protect against the traditional criminal; training of guards at sensitive or other storage sites in tactical defense against and response to attempted penetrations; and creating physical security awareness.

b. Physical security measures are physical systems, devices, personnel, animals, and procedures employed to protect security interests from possible threats and include, but are not limited to, security guards; military working dogs; lights and physical barriers; explosives and bomb detection equipment; protective vests and similar equipment; badge systems; electronic entry control systems and access control devices; security containers; locking devices; electronic intrusion detection systems; standardized command, control, and display subsystems; radio frequency data links used for physical security; security lighting; delay devices; artificial intelligence (robotics); and assessment and/or surveillance systems to include closed circuit television. Depending on the circumstances of the particular situation, security specialists may have an interest in other items of equipment such as armored sedans.

## **Pyrotechnics**

Devices used for illumination or signaling by means of the use of explosive or flammable materials. This does not include military or civilian automotive road fuses, M72, or similar fuses, designed for use as emergency hazard warning flares.

## **Restricted area**

Any area to which entry is subject to special restrictions or control for security reasons or to safeguard property or material. This does not include those designated areas over which aircraft flight is restricted. Restricted areas may be of different types. The type depends on the nature and varying degree of importance, from a security standpoint, of the security interest or other matter contained therein.

a. Exclusion area. A restricted area containing—

(1) A security interest or other matter of such nature that access to the area constitutes, for all practical purposes, access to such security interests or matter; or—

(2) A security interest or other matter of such vital importance that proximity resulting from access to the area is treated equal to (1) above.

b. Limited area. A restricted area containing a security interest or other matter, in which uncontrolled movement will permit access to such security interest or matter; access within limited areas may be prevented by escort and other internal restrictions and controls.

c. Controlled area. That portion of a restricted area usually near or surrounding an exclusion or limited area. Entry to the controlled area is restricted to authorized personnel. However, movement of authorized personnel within this area is not necessarily controlled. Mere entry to the area does not provide access to the security interest or other matter within the exclusion or limited area. The controlled area is provided for administrative control, safety, or as a buffer zone for security in depth for the exclusion or limited area. The proper commander establishes the degree of control of movement.

## **Risk analysis**

Method of examining various risk factors to determine the risk value of likelihood of resource loss. This analysis will be used to decide the level of security warranted for protection of resources.

## **Safe**

A GSA Class 5 Map and Plans Security Container, Class 6 Security Filing Cabinet or refrigerator or freezer, secured with an approved locking device and weighing 500 pounds or more, or secured to the structure to prevent removal.

## **Seal**

A device to show whether the integrity of a shipment has been compromised. Seals are numbered serially and are tamperproof. A cable seal lock provides both a seal and locking device.

## **Sealed containers**

Wooden boxes, crates, metal containers, and fiber containers sealed in a way to show when the containers are tampered with after sealing. The method of sealing depends on the type of construction of the containers. Sealing may be by metal banding, nailing, airtight sealing, or wax dripping (for fiber containers). In key control, a sealed container is also a locked key container or a sealed envelope containing the key or combination to the key container.

**Security lighting**

The amount of lighting necessary to permit visual surveillance by security police or by supervisory personnel.

**Sensitive items**

Material requiring a high degree of protection to prevent unauthorized acquisition. This includes arms, ammunition, explosives, drugs, precious metals, or other substances determined by the Administrator, Drug Enforcement Administration to be designated Schedule Symbol II, III, IV, or V under the Controlled Substance Act of 1970.

**Simulator**

A training device that produces the simulated effect of the light and noise of detonated military ordnance. Slingshot. A device which propels a single or multiple projectiles by means of rubber, elastic or centrifugal force.

**Slingshot**

A device which propels a single or multiple projectiles by means of rubber, elastic or centrifugal force

**Waiver**

Temporary relief from specific standards imposed by this regulation pending accomplishment of actions that will conform to the standards required.

**Weapon(s)**

Any firearm, compressed air gun, BB gun/BB pistol, starter pistol, paint ball gun, bow, slingshot, knife, bayonet, dirk, dagger, switchblade, brass knuckles, blackjack sap, nunchakus, bomb, grenade, explosive, incendiary device, saber, sword, spear, machete, or throwing star. However, a pocketknife with a blade of less than three inches shall not be considered a weapon, unless carried with the intent to go armed. Any instrument, implement, item or device when carried with the intent to go armed.